

# OF HAGERSTOWN, MARYLAND STATUS & INFORMATION REPORT NO. 15 FOR 2021



April 16, 2021

To Mayor Keller and Members of the City Council:

<b>UPCOMING MEETINGS</b>
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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>.

<b>APRIL 2021</b>						
<i>For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <a href="http://www.hagerstownmd.org/calendar.aspx">http://www.hagerstownmd.org/calendar.aspx</a></i>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 <b>HOLIDAY CITY OFFICES CLOSED</b>	3
4	5	6 3pm Dedication of Moller's Sustained Wind sculpture  4pm Work Session  6pm Executive Session  7pm Special Session & Public Hearing	7	8  4:30pm Hagerstown Historic District Commission Meeting	9	10
11	12	13 3pm Executive Session  4pm Special Session & Work Session	14 4pm Hagerstown Planning Commission Meeting	15	16	17
18	19	20 3pm Executive Session  4pm Special Session & Work Session	21 7pm Board of Zoning Appeals	22 4:30pm Hagerstown Historic District Commission Meeting	23	24 12:30-2:30pm Earth Day & Arbor Day Celebration @ Hager House
25	26	27 7pm Regular Session	28 7pm Hagerstown Planning Commission Meeting	29	30	

## COMMUNICATIONS

### **This Week's Headlines & Media Releases:**

- Hagerstown Begins Budget Talks, No Tax Rate Increase Proposed
- MD Health Department: Hagerstown Vaccine Clerical Mix-Up Resolved
- Hagerstown Airport to Get \$1M in COVID Relief
- City Parks and Recreation Dept. Seeks Participation for Earth Day Cleanup
- Dollar General Has Plans for Franklin Street Store
- Maryland Lawmakers Override Hogan's Vetoes of Police Reform Bills
- MD Health Department: Hagerstown Vaccine Clerical Mix-Up Resolved
- Maryland General Assembly Passes Hagerstown Stadium Bill
- Maryland Lawmakers Pass Sports Betting; Could Begin by Fall
- Hagerstown Mass Vaccination Site Accepting Walkups Again
- Hagerstown Taking Steps Toward Indoor Turf Facility
- Hagerstown Discusses Potential Fire Department Headquarters Relocation
- Press Release: Earth Day Cleanup & Arbor Day Celebration
- Press Release: Community Yard Sale Tomorrow!
- Press Release: Penny Mart Grand Opening

### **This Week's Video Projects**

- Mayor & Council Work & Special Sessions
- "Council WRap"
- "Hub Bub" Video Podcast

### **Channel 25 Hub City Now Programming:**

- Mayor & Council Meeting
- "Council WRap"
- "State of the City" Presentation
- "Council WRap" Promo
- Fit Room Promo
- 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](http://www.hagerstownmd.org) attracted 10,817 user visits for the week of April 5-11, 2021.

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

• Home Page	2,483
• Utility Billing Page	1,263
• Police Page	271
• Fairgrounds Park Page	232
• Civic Alerts Page	212
• Parks & Recreation Page	201
• HYAC Page	145
• Bids Page	129
• Firefighters Page	129
• City Park Page	107

- Top Searches:

- "True"
- "Pay my bill"
- "Jobs"
- "Pay bill"
- "Dollar General"

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

**HYAC:** The Hagerstown Youth Advisory Council met on Monday to discuss their upcoming Earth Day event scheduled for Saturday, April 24<sup>th</sup>.

**Community Development Update:** Project update for March includes:

- Residential Rehabilitation Program Projects In Progress: 13
- Residential Rehabilitation Program Applications Received: 1
- CDBG Program Loan Payments: \$6,380.00
- Business Revolving Loan Fund Payments: \$5,272.88
- Maryland Historic Trust Reviews: 2

**Grand Opening:** Please join us on Tuesday, April 20 at 10 a.m. for a grand opening and ribbon cutting for [Penny Mart](#)'s second location at 846 West Washington Street. The first location opened in September, 2020 at 167 South Potomac Street. Penny Mart is Hagerstown's newest grocery and deli selling a variety of fresh, canned, and ready-to-eat food.

**Events:**

- Music on the Square series begins next Friday, April 23, 5:30-7:30 p.m. with The Missing Years! Stroll downtown, grab a bite to eat and enjoy some music. The series continue on April 30; May 7, 21; and June 4, 11, 18.
- Staff are meeting with event organizers about upcoming downtown events
- Staff attended *Creative Conversations*, an online meeting with Maryland State Arts Council and Arts & Entertainment District Managers from across the State.

## PARKS & ENGINEERING

### ENGINEERING DIVISION

1. **Projects.** With the stadium funding announcement, it is worth noting the major park/recreation projects in the pipeline:
  - UIP/Cultural Trail Phase II (starts in June)
  - BMX Track upgrades for national events (completed this summer)
  - Skatepark (construction starts in September)
  - Indoor Turf facility (RFP issued next week)
  - Stadium
2. **Mitchell Avenue Railroad Overpass.** Work on the traffic signal installation begins next week.
3. **Pavement Preservation.** Milling and paving is continuing after a brief weather delay. Streets paved this week include Nottingham Road, Salem Avenue extended, and Jackson Avenue.
4. **Safe Routes To School (SRTS) Potomac Street at Howard Street.** Signal pole bases are being poured, curb and sidewalk is also being poured.
5. **Engineering Statistics**

Description	Week of 4/12/21	Calendar Year 2021 TOTALS
Traffic complaints received	4	45
Work Orders completed	3	32
Traffic counts completed	0	5
Construction Projects		
Description	Week of 4/12/21	Calendar Year 2021 TOTALS
Projects advertised for bids	0	1
RFP's Advertised	0	2
Projects under construction	10	10
Projects completed	0	0

**PARKS DIVISION**

1. **Ice Rink.** Due to an issue with the ice making system, a small area approximately 1' wide and 15' long is not freezing properly. Staff feel under ice piping system is plugged or broken. The HIAAA Board decided to close and take out the ice to make the proper repairs and clean the piping. The rink will be closed 2-3 weeks.



2. **City Park.** Staff added playground mulch under all three sets of play equipment. Staff added a memorial bench in the South-end facing the lake and the other bench near the new play equipment.

3. **Golf Course Stats**

Golf Course	4/7/20–4/14/20	4/7/21 -4/14/21
# of Golfers	n/a	456
Total Revenue (golf, merch, concessions, rentals, memberships)	n/a closed COVID-19	\$9,530

4. **Municipal Stadium.** In preparation for the new Municipal Baseball Group, City staff took care of any maintenance issues at the Municipal Stadium. Baseball began two weeks ago.
5. **Cultural Trail.** We trimmed the shrubs along the length of the Cultural Trail.
6. **Hub City 100 Miler.** Staff is preparing for the Final Mile Walk and Grand Prize Announcements on Saturday, April 24<sup>th</sup> at 11 a.m. 50 Miles More continues the journey and begins Sunday, April 25<sup>th</sup>.

**PLANNING & CODE ADMINISTRATION**

**Zoning Certificates**

- 1115 Wesel Boulevard – Shooting Stars Logistics LLC – contract delivery service.

**Planning Commission:** The Planning Commission met on April 14 to discuss the draft FY 2022 Capital Improvements Program. The Commission found the proposed CIP to be compliant with the Comprehensive Plan and recommended approval.

**Historic District Commission:** On April 8 the HDC considered these cases:

- 1020 Oak Hill Avenue – Timothy Harman – approved an application for an in-ground pool.
- Hagerstown Cultural Trail Extension – approved the site plan.
- 14-16 East Antietam Street – 14 16 & 24 East Antietam LLC – continued its discussion of demolition of this building pending additional information from the applicant.

The HDC will be reviewing and considering these matters on April 22:

- 988 Potomac Avenue – Eric Wyand – fence.
- Materials for the Cultural Trail Extension.
- Nominations for Preservation Awards.

Weekly Activity Report: April 5 – April 9:

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	16	Residential -	11	Commercial -	5	Other -	0	10
Electric	17	Residential -	7	Commercial -	9	Other -	1	27
Plumbing	12	Residential -	12	Commercial -	0	Other -	0	13
Mechanical	8	Residential -	7	Commercial -	0	Other -	1	7
Engineering Dept.	7							5
<b>TOTAL</b>	60		37		14		2	62
<b>Est. Value of Issued Building Permit Projects:</b>				<b>FY21 Fiscal Year Totals:</b>				
Residential				\$ 14,910.00				\$ 25,082,918.00
Commercial				\$ 3,918,420.00				\$ 76,580,089.00
Apartment				\$ 200,000.00				\$ 1,099,384.00
Sign				\$ 0.00				\$ 247,337.00
<b>TOTAL</b>				<b>\$ 4,133,330.00</b>				<b>\$ 103,009,728.00</b>
<b>Projects of Interest</b>								
<ul style="list-style-type: none"> <li>- First floor retail convenience store remodel at 846 West Washington Street - \$82,000</li> <li>- Convert 2,600-square-foot area into exercise facility, toilet rooms, offices and storage at 535 East Franklin Street - \$200,000</li> <li>- Expansion of break room, restroom and conference room, additional offices and training rooms at 11935 Hopewell Road - \$2,500,000</li> <li>Installation of racking in existing warehouse building at 1050 Wesel Boulevard - \$763,570</li> <li>Interior demo and remodel to two floors at 1165 Imperial Drive - \$367,000</li> <li>- Remove unsecured materials from the exterior of building to make safe at 55 East Washington Street - \$200,000</li> </ul>								
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2020 – JUNE 30, 2021</b>								
					<b>PROPERTIES</b>			<b>UNITS</b>
Registrations received week of Apr 5 – Apr 9					2			3
New applications issued week of Apr 5 – Apr 9					0			0
Total 2020-2021 registered (includes additions and subtractions since 6/8/20)					3,796			9,586
Percentage of rental license renewals that have registered for the 2020-2021 license year					99.0%			99.0%
<b>Notes:</b> The 2020-2021 rental license renewals for 9,722 units in 3,872 properties were mailed on June 9, 2020.								
<b>PAYMENT</b>								
Weekly payment received		\$ 225						
Weekly adjustment/credits		\$ 75						
<b>INSPECTIONS</b>								
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>							
Building	95							
Electrical	49							
Plumbing	42							
Mechanical	20							
Safety	8							
Neighborhood Vitality	44							
Quality of Life	1							
Preventive Maintenance	0							
Planning & Zoning	1							

<b>INSPECTIONS KEY:</b>	
<b>Categories of Conditions</b>	
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:	1,487	Field Interviews:	15
Arrests/Warrants Served:	13	Moving Violations:	23
Domestic Violence Calls:	25	Safety Repair Orders:	3
DUI Arrests:	3	Warnings:	39
Reports Filed:	121		

### REPORTS

**04/08/21:** Officer Repp responded to 7 Star Mini Mart on West Franklin Street for an assault in progress. Dispatched advised that a black male wearing jeans and no shirt had left the scene. The other party involved in the incident included a white male who had remained on West Franklin Street. The officer spoke with the white male and he stated that the black male approached him and kept asking him how much money he had. When the white male exited the convenience store, the black male took his cane from him and struck him with it. The white male was able to get his cane back and then he struck the black male in the face. The white male had multiple lacerations to his head and was taken to Meritus Medical Center for treatment. Both males were arrested and charged with assault charges and other related charges.

**04/09/21:** Officer K. Hill made contact with a citizen who is a representative of Palmer's Construction Company. This company is currently working on the old paper plant on Memorial Boulevard. The representative of the company stated someone had cut the lock on the fence and made entry to the plant. The suspect took five large reels of copper wire. The company manager stated this is the second theft in a week from their job site and the total loss to the company is \$20,000. At this time there are no suspects.

**04/11/21:** Officer Huff was dispatched to Corbett Street in reference to a parking complaint. It was reported a silver Lexus was parked in the same spot for several months without moving. It should be noted the vehicle was bearing tags that expired 05/2019. Due to the vehicle being unregistered it was towed by Blue Gray Towing Company and secured it in their impound lot. Officer Huff placed a hold on the vehicle for valid registration. No further details.

**04/12/21:** Officer H. Rowe and Officer Reese responded to Family Dollar on Pennsylvania Avenue for a theft report. The store manager stated the theft actually occurred on April 11 but was not reported to the police until April 12. A female employee left her tablet in a shopping cart while stocking the shelves. The camera footage showed a black female walking up to the cart, taking the tablet, placing it in her purse and exiting the store. The employee involved viewed the camera footage but did not recognize the suspect. The tablet is valued at approximately \$100. The tablet was entered into NCIC as stolen. No further details available.

**04/13/21:** Officer H. Rowe and Officer C. Kelley were dispatched to Aldi's Grocery Store on Dual Highway for the report of a theft. The manager of the store stated a tall, black male grabbed a package of shrimp and walked out of the store. He got into a beige, older Ford Explorer. The manager was unable to get a clear view of the registration. Just 30 minutes prior to this theft, a theft occurred at Weis grocery store located on Eastern Boulevard. The description of the suspect from this theft seemed to match the description of the suspect from the theft at Aldi's. Officer Wolfe handled the Weis theft and was able to get a good photo of the suspect. He sent out pictures to all sworn personnel in an attempt to identify him.

**04/14/21:** Officer McNew responded to Ray Street to follow up on a fraud investigation that was initially handled by Officer M. Anderson. Since Officer M. Anderson is off duty on medical leave, Officer McNew is continuing the investigation. The victim explained that she did not receive her stimulus check and is suspicious that her friend, who prepares her taxes, may have gotten her checks. The victim contacted Turbo Tax which is where the money was supposed to be sent on a prepaid card. Turbo tax advised the victim that \$2,000 was transferred from her account on 03/12/21 and another \$2,000 was transferred on 03/14/21. The victim stated that she believes the money was transferred to her friend's account who prepares her taxes. The officer contacted the tax preparer and she confirmed she completed the victim's taxes but denied any involvement with the transferring of funds. The tax preparer provided her bank statements to the officer to show no transfers of monies in her account. At this time, there is no evidence to prove the tax preparer was involved with the theft.

**OTHER NEWS/INFORMATION**

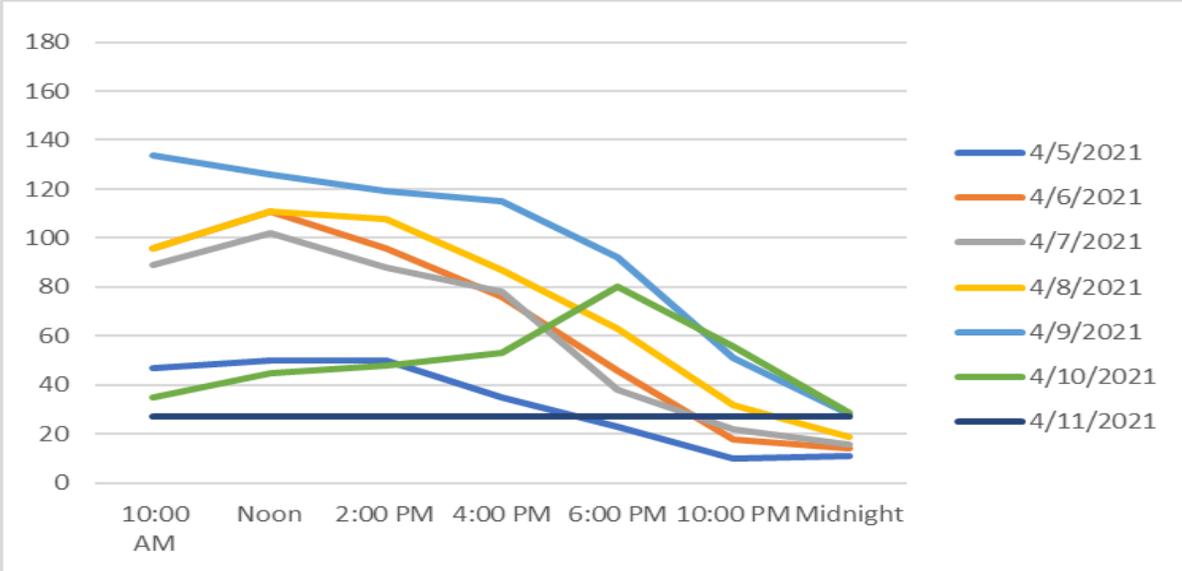
**HPD Held Testing – Saturday, April 10, 2021.** The Hagerstown Police Department offered testing for hiring additional police officers on Saturday, April 10, 2021. This testing process was somewhat different from other scheduled testing dates. Applicants were informed that the testing date would be a three-step process on the same day. The first step was the physical test. Once that test was passed, then the applicant would advance to the second step which would be the written part of the process. If applicant passed, then the third step would be the interview with the HPD Hiring Board. There were 21 individuals that participated in the testing process. The Hagerstown Police Department will continue to recruit to find the best police applicants for the City of Hagerstown.

**PUBLIC WORKS**

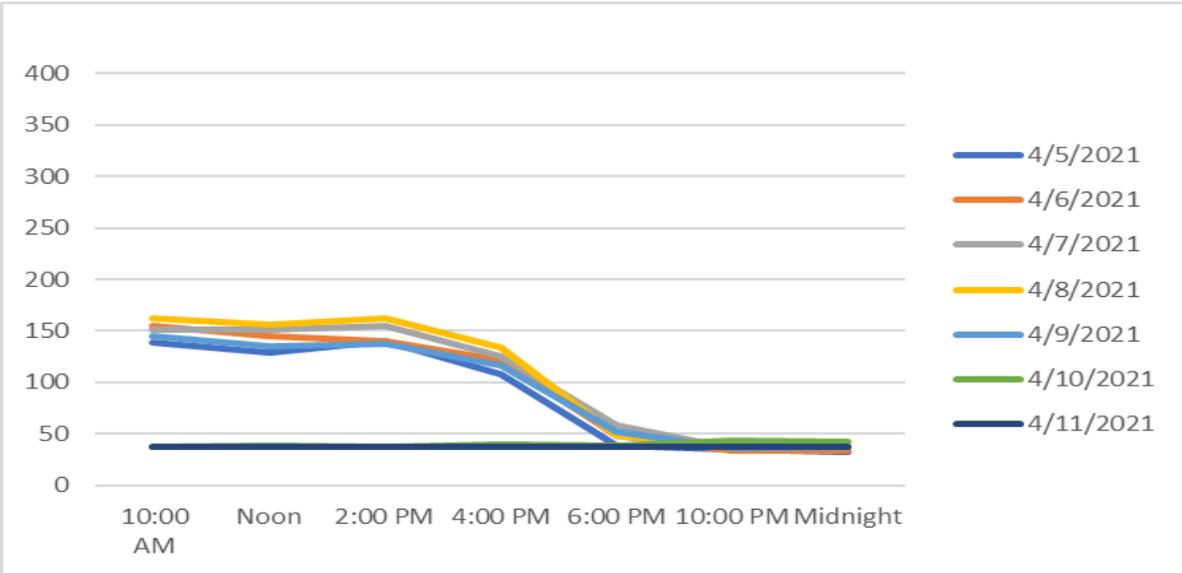
**CHART NO. 1 – GENERAL PARKING SYSTEM DATA**

		<b>Current Week</b>	<b>Previous Week</b>
<b>Number of Permit Holders</b>	A & E Deck	153	141
	University District Deck	242	242
<b>Number of Student Permits</b>	Central, Market, Rochester Lots	41	39
<b>Number of Patrons Using Decks</b>	A & E Deck	1298	768
	University District Deck	1009	814
<b>Number of Citations Issued</b>	(Includes Warnings)	321	271
<b>Late Payment Notifications</b>		10	4
<b>Peak Occupancy (%)</b>	A & E Deck	73% Fri @ 10 AM	60% Tue @ 2 PM
	University District Deck	37% Thu @ 10 AM + 2 PM	40% Tue @ 10 AM

**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	1
Fire	2	0
Human Resources	0	0
Light	0	2
Parks & Engineering	2	0
Police	6	7
Public Works	0	3
Wastewater	1	3
Water	0	1
<b>Weekly Totals</b>	<b>11</b>	<b>17</b>
<b>Yearly Total</b>	<b>271</b>	

**AFTER HOUR CALL BACKS**

Monday, April 5, 2021 @ 3:15 PM: A pile of screws was found in the intersection of Burhans Blvd. and Wesel Blvd. that appeared to have fallen from a vehicle. Staff quickly swept up the debris and removed the hazard from the road.

## STREET SWEEPING OPERATIONS

The City's street sweeping operations is comprised of three primary methods: permanently posted streets, posted streets outside of the downtown and quadrant cleaning. The downtown streets have been posted with permanent signs that instruct drivers not to park on particular days Monday through Friday. This area stretches to Charles Street on the north to Sycamore Street on the south to Burhans Boulevard to the west and Cannon Avenue to the east. The north side of these streets are swept on Mondays, the south side on Tuesdays, the west side on Wednesdays and finally the east side on Thursdays.

Outside of the downtown, streets are systematically posted for street sweeping several blocks at a time. This is performed manually by staff by placing signs in the grass sidewalk strips, on street signs or on wooden freestanding posts. The posting must be placed a minimum of 24 hours in advance. This is a very time-consuming process.

Finally, the City is divided into quadrants: northeast, northwest, southeast and southwest. The sweeper operators are given a list of all the streets within each quad. The operators sweep each street as best they can. No street is posted for sweeping but many streets are vacated during the day as residents go to work.

Two street sweepers are operating five days per week all year long weather permitting. Snow, ice or extreme cold are typically the only weather-related issues that prevent street sweeping from occurring. For example, very little street sweeping occurred during February 2021 as one snow storm after another hit the area.

## UTILITIES DEPARTMENT

### ELECTRIC DIVISION

#### Service Calls:

- Fri. 4/9
  - 314 North Prospect Street – pole damaged; vehicle struck HLD pole #1718 in accident. The facilities were straightened and secured. Time Out: 18.8-20.2
  - Area of South Mont Valla Avenue – total outage; line crews made repairs to underground facilities. Time Out: 20.2-21.0
- Sat. 4/10
  - Frederick Street and Kenly Avenue – lines down; the line belonged to Potomac Edison. Time Out: 3.5-4.2
  - 329 Valley Road – pole damaged; line crews removed and replaced broken HLD utility pole #3568. Time Out: 7.7-11.6
  - 305 Summit Avenue – lines down; wires belonged to Verizon. Time Out: 13.4-14.0
- Tues. 4/13
  - Area of Atlantic Drive – Miss Utility locate; emergency locate for Columbia Gas to make repairs. Time Out: 6.5-6.7
  - Washington Street and East Place – lines down; line belong to Point Broadband. Time Out: 22.3-23.2
- Wed. 4/14
  - 634 West Franklin Street – lines down; lines belonged to Verizon. Time Out: 17.5-18.2

#### Distribution

- 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 Staff Engineer continued design work for construction and continued to procure materials needed for the Northpoint development projects.
- The Staff Engineer reviewed bids and products to determine their purchase and use on the HLD electric system.
- The Engineering Designer coordinated service specifications for multiple projects throughout the HLD service territory.

## **WASTEWATER DIVISION**

### **Wastewater Treatment Plant at Frederick Street**

<b>Date</b>	<b>Flow (mgd)</b>	<b>Rainfall (inches)</b>
Wednesday, April 07, 2021	6.49	0.01
Thursday, April 08, 2021	6.51	0.00
Friday, April 09, 2021	6.91	0.42
Saturday, April 10, 2021	6.32	0.00
Sunday, April 11, 2021	8.28	0.60
Monday, April 12, 2021	7.59	0.20
Tuesday, April 13, 2021	7.62	0.00
Weekly - Avg. Flow / Total Rainfall	7.10	1.23
Monthly – Avg. Flow /Total Rainfall	7.02	1.37

### **Miscellaneous**

- Replaced defoamer chemical pump in ENR building.
- Replaced underflow pump on DAFT.
- Lab demo/renovations.
- Routine MVP Plant Work orders & Corrective Work Orders.

### **Wastewater Collection**

#### **SSES Weekly Progress**

<b>Activity</b>	<b>Districts</b>	<b>L. F. main</b>	<b>Feet of lateral</b>	<b># inspected</b>
CCTV Inspections	#22	251.3'	40.6'	5
Flushing	#10	6,549'		

### **Collection System Maintenance Tasks**

- Grinder pump call, 11210 Eastwood Drive, broken discharge assembly, excavated and replaced.
- Grinder pump call, 20012 Mount Aetna Road, broken discharge assembly, excavated and replaced.
- Sewer backup, 320 Valley Road, Flushed mainline to clear blockage.
- Hauled spoils from Pump Station #11 to back field.
- Excavated and replaced lateral at 306 Bryan Place for roots in lateral.
- Installed risers in manholes # 06033, 06034, 09034 and 24035.
- Installed risers on Jackson and South Cannon for overlay.
- Seeded, mulched and topsoiled due to recent excavations at Cherry Hill shoulder, 11210 Eastwood Drive, 20012 Mount Aetna Road, and 306 Bryan Place.
- General pump shop repair work, began putting together new grinder pumps, found issues with new control boxes; contacted vendor for replacements.
- Cleaned wet wells at Pump Stations # 2, 4, 5, 25, 26 and 28.
- Pulled pump #1 at Pump Station #26, found rags in impeller; also pulled Muffin Monster and determined it is in need of replacement, will get quote this week.

**Administration**

Wastewater Division – Customer Call Log Summary 2021							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	0	0	0	3	6
<b>YTD 2021</b>	<b>54</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>62</b>	<b>136</b>

**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.

**Lab**

- Process and regulatory testing were routine for the week.
- Office, break/storage area, lab analysis area renovation in progress

<b>WATER DIVISION</b>
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**Plant Flows – System Demand (MGD)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
04/08/21	10.65		10.65
04/09/21	10.15		10.15
04/10/21	9.99		9.99
04/11/21	10.11		10.11
04/12/21	10.22		10.22
04/13/21	10.45		10.45
04/14/21	10.50		10.50
Average			10.30

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

- Staff worked on facility maintenance and routine preventative maintenance.
- Staff replaced level controller at Edgemont.
- Staff replaced DVR monitoring controller at R. C. Willson.

**Water Production at Breichner / Edgemont Reservoir.** The Edgemont Reservoir pool elevation is currently at 3.45 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 installed new hydrant on Nottingham Road.
- Crews installed new hydrant on Indiana Avenue.
- Crews installed 150 feet of 8" water main on Seminole Drive.

**Laboratory**

- Process and regulatory testing were routine for the week.
- New water bacti laboratory relocation and renovation continues.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	2	-
Preliminary Plats	-	-
Final Plats	-	-
Replat	-	-
Grading Plan	-	-
Development Plan	-	-
Building Permits	15	3

- Construction inspection of ongoing projects
- Updating GIS mapping
- City permit and site plan reviews



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.

Scott A. Nicewarner  
City Administrator