

City of Hagerstown, Maryland Status & Information Report No. 6 for 2013

February 8, 2013

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

FEBRUARY 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 4pm Work Session	6	7	8	9
10	11	12 4pm Work Session	13	14	15	16
17	18 HOLIDAY CITY OFFICES CLOSED	19 2pm Joint Meeting with Board of Education @ BOE Central Office 4pm Joint Meeting with County Commissioners @ Council Chamber	20	21	22	23
24	25	26 7pm Regular Session	27	28		

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries:**
 - A grand opening of the new offices and classrooms at 60 West Washington Street of the University System of Maryland at Hagerstown was held this week. Local officials, business professionals, educational leaders and students were all in attendance.
 - The next anniversary is at J&M Grill at 816 South Potomac Street. J&M Grill is celebrating their 40th Anniversary at 2:00 PM on February 12.
 - A special grand opening/ribbon cutting for the Wareham Professional Building at 138 West Washington Street is slated. The event will be held at 4:00 PM on Wednesday, March 13, 2013.
 - More requests are coming into our office.

2. **Western Maryland Blues Poster Artist Announced:** This week the Western Maryland Blues Fest announced its poster artist winner. The winner was Erin Mettillie who is a senior at the Barbara Ingram School for the Arts.

3. **Fundraising:**
 - Staff will meet with volunteers in conjunction with the Parks and Engineering Department in reference to fundraising efforts for the dog park. The meeting is scheduled for Monday, February 11.

- The fundraising campaign for the Western Maryland Blues Fest started this week. Within a half hour of sending out our sponsorship packets, a sponsor responded.

4. **City Market:**

- This weekend we celebrate our customers with "We Love Our Customers"! The City Market will be having free giveaways, a customer judging, vendor contest with Winter Taste of the Market and an extended children's area!
- Staff are working with the Master Gardeners to create an additional calendar of events focused on teaching children about horticulture through hands-on learning and programs. More details to come over the next couple of weeks.

5. **This Week's Headlines and Media Release:**

- Mayor & City Council Meetings Now Available Online
- J&M Grill Celebrates 40 Years in Business!
- City Farmer's Market Celebrates Customer Appreciation in February
- USMH Celebrates Grand Opening of New Offices and Classrooms

E-casts:

- Good News, Hagerstown!
- Special 40th Anniversary Celebration for J&M Grill
- City Center Business Alert - March 2013

Video Blasts:

- WATCH THIS!!! Blues Fest 2013 Poster Artist is a BISFA Student!

6. **Channel 25:**

Watch the City Newsroom at the top of every hour. This week's news stories include:

- 2013 Blues Fest Poster Artist is BISFA Student
- Experience City Center Promo
- Citizens Police Academy Promotion

In production:

- Black History Month Tribute
- USMH Expansion Grand Opening
- City Earns Maryland Preservation Award

Also airing at select times:

- "Divided Valor: Hagerstonians in the Civil War" - Daily at 3:00 p.m.

7. **Websites:**

- YouTube: Mayor & City Council meetings are now available ON DEMAND on YouTube!
- Watch the February 5 meeting here: <http://youtu.be/26M20ZNT1vw>

8. **City Website:**

- Website analytics for www.hagerstownmd.org for the week of February 1 - February 8:
 - ▶ Over 5,000 people accessed the site and viewed over 13,000 pages.
- Top Content:
 - ▶ Home page 4,658 visits
 - ▶ Jobs page 617 visits
 - ▶ Calendar 177 visits
- Top Entrances (the first page of the site users accessed):
 - ▶ Home page 4,501 visits
 - ▶ Jobs page 190 visits
 - ▶ Calendar 43 visits

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued For New Businesses**
 - 28 South Potomac Street, Suite 2R – Ali Sherbiny – acupuncture clinic with sales of Chinese herbs.

2. **New Development Cases**
 - 1955 Dual Highway – Younger Motorcars – two new service buildings totaling 3,881 square feet.

3. **Planning Commission:** The Planning Commission will review the following matters at its monthly workshop meeting on February 13:
 - 354 East Washington Street – Workshop regarding site improvements necessary for converting existing building to a walk-up Italian Ice sales location.

 - Sage Report – Developing an Arts, Entertainment, and Education Cluster in Washington County, Maryland.

4. **Historic District Commission:** The HDC will consider the following applications on February 14:
 - 25 West Washington Street – Beatitudes Hair and Beauty Supply Store – signage and grant.

 - 7 East Washington Street - DYNIS, LLC for the Alexander House - wireless communication equipment.

 - Update of Re-Evaluation of Levels of Significance in the Downtown Historic District.

5. **New Publication:** In response to a series of referrals from the Humane Society regarding residents with a large number of dogs, staff has prepared a handout entitled “What Do I Need to Know About Owning or Keeping Multiple Dogs in the City of Hagerstown.” The Zoning Ordinance permits up to five dogs in a residence. The brochure explains the rationale for this limitation and discusses such other activities as dog grooming businesses, breeding, and commercial kennels. The handout will be provided to HSWC officers to carry in their vehicles as they conduct inspections and investigations within the City, allowing them to proactively distribute public information on this issue and create public awareness. Many residents are unaware of this requirement until they interact with HSWC officers. With HSWC officers distributing the brochure, it is hoped that it will stir voluntary movement toward compliance, thereby reducing the amount of attention zoning enforcement must put toward this single issue.

6. **HEP MPO Meeting:** The Hagerstown/Eastern Panhandle Metropolitan Planning Organization met at the Hagerstown Airport on February 6. Items to be discussed include: Regional Long-Range Transportation Plan Update, US 340 Issues, PM 2.5 Re-Designation (Attainment), Annual Planning Conference (Shepherdstown – October 2-4, 2012), I-81 Corridor Coalition Conference – Rescheduled to March 24-26, 2013, Bicycle/Pedestrian Facilities Plan, and Census Urbanized Boundary Adjustments.

7. **Weekly Activity Report:** January 28–February 1, 2013

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	8	Residential -	2	Commercial -	4	Other -	2	2
Electrical	14	Residential -	8	Commercial -	6	Other -	0	15
Plumbing	11	Residential -	5	Commercial -	3	Other -	3	11
Mechanical	7	Residential -	3	Commercial -	4	Other -	0	7
Engineering Dept.	5							5
TOTAL	45		18		17		5	40

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 2,495.00	\$ 4,179,735.00
Commercial	\$ 0.00	\$ 24,610,715.00
Apartment	\$ 15,500.00	\$ 1,552,008.00
Sign	\$ 0.00	\$ 173,493.00
TOTAL	\$ 17,995.00	\$ 30,515,951.00

RENTAL LICENSES

NUMBER	FACILITIES	UNITS
Registrations Received	4	15
New Applications Issued	0	0
Total Registered Since 6/1/12	3034	8367
% of Those Invoiced	97.5	97.7

Notes: The 2012-2013 rental license renewals for 8561 units in 3112 facilities were mailed on June 1, 2012. This represents the percentage of those applications returned as of 2/1/13.

PAYMENT

Total Payments Received	\$ 750
Adjustments	\$ 0

INSPECTIONS

TYPE	NUMBER CONDUCTED
Building	36
Electrical	41
Plumbing	27
Mechanical	7
Safety	78
Neighborhood Vitality	34
Quality of Life	4
Preventive Maintenance	39
Planning & Zoning	3

Notes: Please note that exterior inspections of properties registered in the rental licensing program are NOT included in this total.

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.

PARKS & ENGINEERING

1. **Summit Avenue Traffic Calming** Just an update/follow-up on an issue from 2012. We conducted the "post" speed study on Summit Avenue to measure the effectiveness of the physical traffic calming measures (the mini roundabout and the median). Tim compiled the results and here are our conclusions:

- 85 percentile speed northbound dropped 6 mph.
- 85 percentile speed southbound dropped 2 mph.
- The number of vehicles traveling over 35 mph dropped significantly from 279 a day down to 71
- It appears less people may be using this residential street now due to the traffic calming measures.

We will obtain more traffic data as the weather warms.

2. **Downtown Parking Study** We are reviewing the recommendations in the Parking Study to develop a plan to change/add signs to identify public parking lots and direct patrons to the public parking areas. We are discovering that this will be a substantial number of replacement and new signs. We hope to begin installing this spring.
3. **Frederick Street Culvert** The contract to extend the Frederick Street Culvert and make other sidewalk improvements has been advertised, with bid opening date of March 5th. Project is funded by State Aid and Excise Tax revenue.
4. **Multi-use Bike Path at Park Circle** Consistent with the Bicycle Master Plan, this project adds a multi-use path along the north side of Memorial Boulevard/Park Circle and replaces the narrow sidewalk in poor condition. The plans have been submitted to the State for final approval. Once we receive final approval we will advertise for construction.
5. **Yale Drive/Professional Court** At the MPO meeting, it was discussed that the County received an ARC grant that could be applied to the Yale Drive plan; probably only enough money to do about 750 feet of it. A plan amendment was approved for 750' toward Professional Court. If they wanted to include a longer length of the spur, FHWA would probably require an air quality conformity analysis before approving the amendment.
6. **Municipal Stadium** Requested by the Hagerstown Suns, we renovated the old souvenir stand and converted it into a video arcade. On the storage building, we made repairs to the wood and replaced the shingles with rubber roofing.

POLICE DEPARTMENT

1. **STATS**

Calls for Service:	1,588	CDS Arrest:	2
Criminal Arrest/Warrants:	23	DUI Arrests:	1
Moving Violations:	87	Search Warrants Executed:	3
Safety Repair Orders:	33	Field Interviews:	31
Warnings:	17	Parking Tickets:	13

2. **REPORTS**

- **01/31/13**: Hagerstown Police Department was dispatched to 1700 Wesel Boulevard for a reported burglary at Sam's Club. When the officer arrived, the manager stated that sometime between 2 a.m. and 7:10 a.m. had cut the lock to a gated area on the south side of the building. The suspect(s) then gained entry and removed 50 to 70 used car batteries. The manager valued the batteries at \$15.00 a piece, for a total loss of approximately \$750-\$1,050. No further information is available at this time.
- **02/06/13**: On 2/6/13, a male with a BB gun was walking in the area of Winter Street School. The male was taken into custody without incident. There is no indication that he was in the area to do harm to the school.
- **02/06/13**: A robbery was reported in the 300 block of West Franklin Street near the underpass. The suspect held a BB gun to the victim and took property from him. The suspect then fled to Byers Stop and Go where he was located by another officer who was at Byers for a call regarding a vehicle with suspended tags. The suspect was apprehended.

3. **OTHER NEWS/INFORMATION**

- **Update on the Side Pockets Bar Robbery on January 29, 2013:** Detective Blankenship, assigned to this case, distributed still photos from the surveillance footage of the Side Pockets robbery. An HPD officer was able to identify one of the suspects in the footage. An arrest warrant was obtained and the suspect, Parsram Sukhram, was apprehended on January 31st. He was transported to Central Booking and charged with robbery, con-robbery and theft less \$1,000.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	180	178
	North Potomac Deck	369	358
	Downtown Parking Lots	374	377
Number of Patrons Using Decks	A & E Deck	1,769	1,552
	North Potomac Deck	1,904	1,354
Sales of Discount Coupons		100	100
Number of Citations Issued	(Includes Warnings)	145	42
Number of Late Payment Notifications		41	41
Number of Cars Booted		3	3

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	1
Fire	3	0
Light	2	0
Parks & Engineering	0	0
Police	12	3
Public Works	15	13
Water	4	4
Wastewater	2	1
Weekly Totals	39	22

CMG data represents completed work orders for any size repair. The repairs can include smaller items such as windshield wiper and headlight replacements to larger items such as hydraulic system rebuilds or transmission replacements. Repairs in progress will only be reported when complete.

***AFTER-HOURS CALL OUT DATA**

	Issues for January	January 2013	December 2012
Street Issue	Glass in street	1	2
Parking System		0	1
Traffic Signal	On flash, burnouts, wire locate	4	2
Traffic Signs		0	1
Building Maintenance	No heat, keys left in ext. door	2	1
Fleet Maintenance		0	1
Weather Related	Snow, ice	4	3
Total		11	11

*After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. The call outs reported here involve a supervisor being contacted about an issue after normal working hours. Field personnel may or may not be contacted depending upon the issue.

SNOW STORM DATA

Storm #	Date	Labor	Overtime	Equip. Costs	Totals
*#1	11/26/12	\$1,038	\$624	\$0	\$1,662
**#2	12/24/12	\$0	\$5,314	\$2,090	\$7,404
#3	12/26/12	\$4,710	\$5,546	\$5,150	\$15,406
**#4	12/29/12	\$911	\$10,498	\$2,990	\$14,399
#5	1/24/13	\$2,970	\$827	\$2,935	\$6,732
#6	1/25/13	\$1,593	\$8,929	\$4,505	\$15,027
***#7	1/28/13	\$302	\$34	\$240	\$576
#8	2/01/13	\$1,085	\$122	\$955	\$2,161
****#9	2/02/13	\$0	\$3,487	\$0	\$3,487
Preparation & Cleanup		\$2,033	\$12	\$500	\$2,545
Salt					\$78,561
Subtotals		\$14,641	\$35,393	\$19,365	\$147,960
Vehicle & Equipment Repairs					\$39,870
Operating Supplies (shovels, gloves, etc.)					\$423
Contracted Services					\$0
Total Expenses					\$188,253
FY 12/13 Budget for Snow					\$422,700
Budget Balance					\$234,447

*Storm #1 was a forecast for snow showers and ice during the overnight hours. Two staff members were scheduled to work. Their responsibility was to salt bridges and icy surfaces as necessary. No snow or ice occurred.

**Storms #2 occurred during the Christmas holiday resulting in all overtime costs. Storm #4 occurred on a Saturday resulting in mostly overtime costs.

***Storm #7 was a skiff of snow that left the bridges and some hills slippery. One truck was sent to salt these areas.

****Storm #9 forecasted for snow. Crews were on standby Saturday evening. Little to no snow fell.

Hurricane Sandy Reimbursable Expenses: Multiple departments have been working with FEMA representatives on reimbursable expenses occurred during Hurricane Sandy. The rules for recovering expenses are complicated. Not all hours of overtime or standby hours of work were eligible. Wastewater incurred damage and issues involving the clarifiers and shredder. This work is longer term but will still be recoverable. For Finance and Public Works, only administrative hours were reimbursable. FEMA's reimbursement is 75% of costs.

Hurricane Sandy Reimbursement of Expenses

Departments	Total Expenses	75% Reimbursement
Light	\$11,544.25	\$8,658.19
Water	\$3,543.57	\$2,657.68
Wastewater	\$35,228.64	\$26,421.48
Fire	\$328.78	\$246.59
Police	\$3,490.28	\$2,617.71
Public Works	\$293.57	\$220.18
Finance	\$62.10	\$46.58
Total Work Completed	\$54,491.19	\$40,868.39
Wastewater (estimated costs)	\$98,868.16	\$74,151.12

Payment for the completed work should be received in about six to eight weeks. Payment for the future Wastewater work will be made as the work progresses.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
- Fri. 2/1 - 1150 Woodland Way- lines arcing; tree limbs removed from secondaries to correct problem. Time Out: 15.8-16.6
 - 677 Hayes Avenue- pole damaged; lineman found pole was rotten and replacement was completed the following business day. Time Out: 15.8-16.6
 - 34 South Mulberry Street- total outage; customer's main breaker was found to be tripped, breaker was reset to correct problem and restore power. Time Out: 20.1-20.8
 - Washington Street and Jonathan Street (Intersection)- pole damaged; 10'ft street light pole was damaged in vehicle accident. Street light removed from scene with follow up repairs completed the next business day. Time Out: 23.1-0.1
 - Sat. 2/2 - 316 West Side Avenue - total outage; customer's main breaker was found to be tripped, breaker was reset to correct problem and restore power. Time Out: 16.2-16.7
 - Sun. 2/3 - 108 East Franklin Street (rear) - total outage; connectors were replaced at transformer to correct problem. Time Out: 7.4-9.2

2. **Distribution** Recent activity included:
- Metering Department received no high bill complaints this week.
 - Line crews have started annual feeder inspections for Mitchell Substation.
 - Line crews continue trimming trees in various residential locations.
 - Line crews performed various service upgrades and meter installations.
 - Continued with pole inspections and re-tagging throughout the City.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
7	1	1	0

3. **Engineering** Staff worked on the following projects:
- The Staff Engineer reviewed loading of various commercial electrical installations to determine current usage and available capacity for future development.
 - Engineering staff completed inventory of obsolete overhead facilities on HLD's system throughout the City.
 - Engineering staff finalized Safety Equipment requirements for purchase to improve HLD's safety program.
 - The Engineering staff reviewed and designed multiple electric service plans throughout the City.

4. **Administration**
- Staff began work at the West End radio tower installing the new antennas and cable specific to the narrowband equipment purchased a few months ago. This will nearly complete the work required to install the new base stations at the West End and eliminate the landline to our remote locations.

- Staff completed and posted the RFP for the ground lease agreement at the Breichner Water Production Plant in Smithsburg. The ground lease is contingent on the installation of a photovoltaic system on about six to eight acres of open space available.

WASTEWATER DIVISON

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, January 30, 2013	8.30	1.21
Thursday, January 31, 2013	15.02	0.37
Friday, February 01, 2013	11.29	0.00
Saturday, February 02, 2013	9.90	0.00
Sunday, February 03, 2013	9.44	0.00
Monday, February 04, 2013	8.98	0.00
Tuesday, February 05, 2013	8.49	0.01
Weekly Average/Total	10.20	1.59
Monthly Average/Total	9.62	0.01

Miscellaneous:

- Collections crew assisted maintenance in removing sand and grit from the head-works manual bar screen.
- Maintenance unplugged # 2 Pista Grit air lift system.
- Maintenance completed 47 preventive maintenance work orders and 59 corrective maintenance work orders in January 2013.
- Maintenance and staff unplugged the airlifts on 22 of the 70 effluent filters. The current monitoring systems in place generate no alarms to notify staff when these conditions **occur**. We are working with the manufacturer's local representative on this issue.
- Maintenance assisted AR&E with finishing the installation of the mechanical seal on ASPS RAS pump # 1.
- Maintenance repaired defective heat trace at the ENR Filters.
- Maintenance installed a new peristaltic hose on the Magox Pump.
- Maintenance replaced defective plug valve on the suction side of sludge holding tank #1.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	21	618	0	0
Flushing	10	1,250		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main & Lateral	3	1	Roots	32.3

Collection System Maintenance Task

- Replaced down spout at pump station # 17.
- Replaced door knob at pump station # 6 and adjusted door to operate correctly.
- Exercised all emergency generators, downloaded flow meter at Newgate interceptor.

- Cleaned wet wells and floats at pump stations 15, 23 and 28, also added receptacle at 15.
- Removed trees from access road at station 6, and picked up trash at stations 9, 19 and 15.
- Swapped pumps on bases at station 21.
- Removed debris from spillway at rear plant gate.
- Filled in pot holes on road to spoil site.
- Plowed and salted WWTP road plant.
- Inspected laterals at 234 West Side and 215 North Colonial Drive; crew tried to cut roots on Colonial Drive site but will have to dig.
- Cleaned bar screen at WWTP and vacuumed out sand & grit.
- Dye test at 15 Plantation Drive, Dye revealed connection to stub in manhole 12179.
- Washed down manhole 02151 and removed inner lid from manhole 04011.
- Replaced grinder pump cores at 20006 Cherry Hill Circle, 466 Fairmeadows Boulevard, 11024 & 11028 Parkwood Drive.
- Stripped and sealed kitchen floor, also cleaned and waxed locker room floor.

Administration

Wastewater Division – Customer Call Log Summary 2012							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	0	0	0	0	1	1
YTD	7	1	1	1	0	5	15

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

Engineering:

- Staff met with the County Public Works engineer regarding comments on the Robinwood Drive II Corridor project.
- Staff met with a property representative to confirm existing buildings sewer service connection.

Wastewater Laboratory:

- It appears that the loaner Lachat 8500 unit is working properly without the glitches that our new unit has been showing. We will continue to monitor the borrowed loaner equipment and we are sent our unit back to HACH for evaluation.
- Our other new piece of Lachat equipment, our Block Digester, is showing signs of a bad thermistor. HACH has been notified about the warranty problem and we will be getting a loaner for it as well.
- Other than equipment problems listed above, process and regulatory testing was routine for the week

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
1/31/13	12.29		12.29
2/01/13	12.09		12.09
2/02/13	12.04		12.04
2/03/13	12.22		12.22
2/04/13	12.29		12.29
2/05/13	12.18		12.18
2/06/13	12.19		12.19
Average			12.18

Water Production at RC Willson

- Operations

- Completing routine PMs.
- Performed tests at the stations.

- Maintenance

- R C Willson – Performing routine PMs.
- R C Willson – Troubleshooting a problem with the traveling screen.

- Instrumentation

- R C Willson – Troubleshooting a problem with the traveling screen.
- Breichner – Installing new valve actuators.
- Pump Stations – Repaired a recirculation pump on the eye wash system at P.S. #4.

Water Production at Breichner

- The Edgemont Reservoir is currently -4.5; the bypass is open and the hydrant is open.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on meter exchanges throughout the system. We also repaired a leak at the intersection of Rt. 64 & Rt. 66 and are working in Smithsburg installing new actuators in the treatment plant.

Laboratory

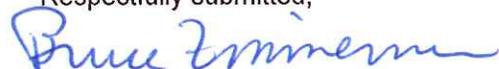
- Staff met to discuss the five proposals for the upcoming RC Willson Phase IV construction.
- Monthly THMs have been collected.
- Process and regulatory testing on the Potomac supply was routine.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Building Permit	5	15

- Staff met with a County Department of Public Works engineer regarding comments on the Robinwood Drive II Improvements plan.
- Staff attended an RFP review meeting for the Construction Management Services for the Wilson Phase IV project.

Respectfully submitted,


Bruce Zimmerman
City Administrator