

City of Hagerstown, Maryland Status & Information Report No. 24 for 2013

June 21, 2013

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

JUNE 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Blues Fest @ Central Lot
2 Blues Fest @ City Park	3	4 4pm Work Session	5	6	7	8
9	10	11 4pm Work Session	12	13	14 3:30pm Flag Day Event @ University Plaza	15
16	17	18 7pm Regular Session	19	20	21	22
23 MML Annual Convention	24 MML Annual Convention	25 No Meeting MML Annual Convention	26 MML Annual Convention	27	28	29
30						

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries**
 - A Grand Opening and Ribbon Cutting was held for Ridgecrest Property Management. The ceremony took place at Potomac Plaza, 44 North Potomac Street in City Center Hagerstown. Potomac Plaza is one of the managed properties.
 - Draper & McGinley, PA and Edward Jones Investments both located at 140 South Potomac Street will celebrate their grand openings with a Ribbon Cutting Ceremony on Thursday, June 27, 2013 at 4:30 PM. Contacts for the businesses are Michael McGinley for Draper & McGinley, PA and Shelby McGinley for Edward Jones Investments.
 - A Grand Opening/Ribbon Cutting is being planned for El Paso Cantina and Grill at 10 East Washington Street. The restaurant is owned by Jose Gomez. The event is being planned for Friday, June 28 at 4 PM. Please join us and celebrate El Paso moving to City Center.
 - Another Grand Opening and Ribbon Cutting will be held in City Center on Wednesday, July 10 at 4:30 PM. The event is being held to celebrate Wertman Photography moving into downtown. The business is owned by Monika Wertman and is located at 245 North Potomac Street.

- Checkers is hosting a Grand Opening and Ribbon Cutting at 1720 Dual Highway, Hagerstown, MD 21740. This event will be held on Thursday, July 25 at 4 PM.

2. **Events:**

- The City of Hagerstown's Flag Day was held on June 14 at 3:30 PM in University Plaza.
- The Kick-Off Classic Criterium for the Tour of Washington County bike races was also held on June 14. Two-wheeled speedsters took to the streets and there was a bike parade. It was a big success bringing visitors to downtown and showcasing recreation.
- On June 15, the Fishin' Frenzy was held at Pangborn Park. This annual fishing extravaganza was open to all senior citizens, children and people with disabilities. Approximately 170 participants registered for the fishing event and many guests came with them.
- Staff assisted the Korean War Veterans with the dedication of the Monument occurring this Sunday, June 23 in the North End.
- Miss Maryland and Miss Maryland Outstanding Teen Pageant is being held from June 19 to June 21, 2013 in Hagerstown at the Maryland Theatre.
- Wind Down Fridays will begin at The Maryland Theatre on Friday, July 5 from 5 PM to 8 PM, and that is also Bike Night in Downtown.
- Fireworks at Fairgrounds Park will be held on July 4. Opening ceremonies are held at 6 PM and entertainment will start at 6:30 PM.

3. **Fundraising:**

- The Augustoberfest Event fundraising continues.
- Dog Park Task Force has a goal of \$20,000. They are currently over \$18,000 raised.

4. **Market:** City Farmers Market is hosting a "Happy Birthday Lou Scally" event with WJEJ. Visitors can come by the City Market and wish Lou Scally a Happy Birthday from 8:30 AM to 10 AM and sign a special birthday card.

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

- City Park Hosts Hagerstown Children's Theater for Arts in the Park
- Grand Opening Celebrates Business Owner Managing and Investing in Hagerstown
- Traffic Advisory: Bryan Place
- Traffic Advisory: Wind Down Fridays
- E-casts:
 - City Center Business Alert: Miss Maryland Ticket Discounts for Downtown Merchants
 - City Center Business Alert: Ribbon Cutting for Miss Maryland Photo Gallery
 - A Special Invitation and Grand Opening Event for Ridgcrest Property Management

6. **Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Washington County Arts Council Moves Gallery in City Center
 - Western Maryland Blues Fest Wrap-Up
- Also airing at select times:
 - "Divided Valor: Hagerstonians in the Civil War" daily at 3:00 PM.

7. **Websites:**

- *City Website:*

- Website analytics for www.hagerstownmd.org for the week of June 14 - June 20:
- Website traffic increased by approximately 25% overall for the week. Nearly 7,500 people viewed over 20,300 pages.
- Top Content:
 - ▶ Home page 6,812 visits
 - ▶ Jobs page 1,432 visits
 - ▶ Calendar 770 visits

PLANNING & CODE ADMINISTRATION DIVISION

1. **New Businesses:**

- 1437 Salem Avenue – Woodpoint – restaurant and bar (change in ownership).
- 350 Dual Highway – J Temple, Inc., d/b/a Dual Highway Liquors – retail liquor store (Class D liquor license).

2. **Board of Zoning Appeals** – The June 19 BZA hearing was canceled due to lack of a quorum. Staff is attempting to schedule a special hearing in the next two weeks.

3. **Planning Commission** – The Planning Commission will review the following on June 26:

- Text Amendment: Clarification on Appropriate Foot Candle Measurement for Graphics Illumination.
- Future Land Use Map Amendments.
- 2012 Annual Planning Commission Report to State.

4. **Historic District Commission** – The HDC will consider the following at its meeting on June 27:

- 122-128 North Potomac Street – Washington County Department of Social Services – temporary banner.
- 908 The Terrace – Eleanor and Martin Brown – replace windows.
- Workshop: 908 The Terrace – replace louvers with window – Eleanor and Martin Brown.

5. **Community Legacy Application** – Staff members are working on a proposal for Mayor and City Council's consideration for a Community Legacy application in this year's grant round with the Maryland Department of Housing and Community Development. The deadline is in August, and we expect to discuss a proposal at the July 16th Mayor and City Council meeting.

6. **Changes to State TIF Legislation** – According to Maryland Department of Planning staff, the State passed legislation to amend the State's Tax Increment Financing (TIF) enabling regulations to provide more flexibility in Sustainable Community areas. MDP is charged with creating models and guidelines and developing on-line training for potential users of this new TIF provision. Funds through this initiative will be available after October 1, 2013.

7. **State Planning and Economic Development Roundtable** – The Maryland Department of Planning will host a day-long Planning and Economic Development Roundtable on October 3rd. The location is not yet known. Planning Directors and economic development officials will be invited, as well as other possible stakeholders. The intent is to discuss better methods of integrating comprehensive planning and economic development.

8. **Weekly Activity Report:** June 10–14, 2013

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	10	Residential -	5	Commercial -	4	Other -	1	12
Electrical	21	Residential -	5	Commercial -	16	Other -	0	21
Plumbing	14	Residential -	9	Commercial -	3	Other -	2	14
Mechanical	8	Residential -	6	Commercial -	2	Other -	0	10
Engineering Dept.	6							7
TOTAL	59		25		25		3	64

<u>Est. Value of Issued Building Permit Projects:</u>		<u>Fiscal Year Totals:</u>
Residential	\$ 857,500.00	\$ 9,265,319.00
Commercial	\$ 350.00	\$ 29,845,767.00
Apartment	\$ 0.00	\$ 2,158,364.00
Sign	\$ 0.00	\$ 278,174.00
TOTAL	\$ 857,850.00	\$ 41,547,624.00

Construct five single family dwelling at Collegiate Acres - \$800,000
 Interior renovations at 703 Maryland Avenue - \$35,000

RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013		
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	249	868
New Applications Issued	6	9
Total Registered	2161	5913
Percentage of total invoiced	67.1%	68.1%

Notes: The 2013-2014 rental license renewals for 8678 units in 3220 facilities were printed and mailed on May 1, 2013.

PAYMENT

Total Payments Received	\$ 43,400
Adjustments	\$ 1,250

INSPECTIONS	
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	36
Electrical	37
Plumbing	43
Mechanical	18
Safety	32
Neighborhood Vitality	80
Quality of Life	0
Preventive Maintenance	36
Planning & Zoning	14

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. **Parking Deck Repairs** Staff issued a contract for bids this week for extensive repairs and maintenance to the University District Parking Deck. Work includes repairing coping stones, mortar repair, stairwell repairs, crack repairs and expansion joint replacement.
2. **Dog Park** The grand opening is next Saturday at 11:00 a.m. with vendors setup from 10:00 – noon. The fence installation is 50% complete. Staff poured the concrete entrance, installed water lines, and is working on a standalone security system. Donations have exceeded the \$20,000 goal.
3. **Public Sculpture** Rodney was asked to be part of a group that will work to bring public art/sculptures to our parks and open spaces. Others of the group are from the Museum of Fine Arts, Arts Council, and the Valley Arts Society.
4. **Arts in the Park** This Sunday, June 23rd is a performance featuring the Hagerstown Children's Theatre with Walkers Performing Arts. This free performance is held at 1:00 p.m. at the City Park bandshell.
5. **State Highway & Route 40** Staff continues to push State Highway for repairs/improvements to Route 40. You may have noticed the extensive amount of pavement marking improvements. The pavement itself is a problem as there are dozens of areas of failure and potholes that should be properly patched. We hope to see the work done later this year.
6. **Golf Course** The course hosted Faith Christian Fellowship for a Glow Ball Tournament on Friday, June 14th. Thirty golfers participated in the event.

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,728	Field Interviews:	25
Arrests/Warrants Served:	20	Moving Violations:	53
Domestic Violence Calls:	28	Parking Violations:	21
DUI Arrests:	2	Safety Repair Orders:	7
Reports Filed:	176	Warnings:	93

2. REPORTS

- 06/14/13: Officer Mckenzie responded to Lanvale Street for a reported malicious destruction of property report. The victim stated her vehicle had been spray painted during the night. A canvass of the neighborhood turned up additional vehicles that had been spray painted. No further information is available at this time.

- 06/15/13: Officers responded to Potomac Street for a reported stabbing. The victims stated they were at Sheetz located on Potomac Street when they were jumped by a black male. During the altercation the victims were stabbed. They were transported to Meritus Medical Center for treatment. The victims knew the suspect by his street name only. The suspect was arrested on 06/17/13 and charged with assault 1st degree.
- 06/16/13: Officer Isaacs responded to the rear of RD McKee for a possible deceased person. Community Rescue Service responded and pronounced the subject dead. The crime scene was taped and the Criminal Investigations Division was called to the scene. Later that night a suspect was arrested in connection with the murder.
- 06/17/13: Officer Marshall responded to Frederick Street for a report of an assault. The victim advised he had been assaulted by three males and had money stolen from him. A search of the area was unable to produce any suspects. No more information is available at this time.
- 06/18/13: Officer R. Dean responded to East Washington Street for a disturbance. Two males had been assaulted and one was transported to Meritus Medical Center for treatment. The Sheetz surveillance video showed a fight in front of the store. Information was gathered from the witnesses. Charges are pending until the video can be completely reviewed. No further information is available at this time.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	157	152
	University District Deck	279	277
	Downtown Parking Lots	372	377
Number of Patrons Using Decks	A & E Deck	1,620	2,015
	University District Deck	1,537	1,747
Sales of Discount Coupons		0	410
Number of Citations Issued	(Includes Warnings)	176	167
Number of Late Payment Notifications		47	50
Number of Cars Booted		2	5

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	2	0
Human Resources	0	0
Light	5	5
Parks & Engineering	0	1
Police	3	6
Public Works	10	7
Water	4	6
Wastewater	3	1
Weekly Totals	27	26

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.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas** Recent call-outs included:
- Tues. 6/11 - Various locations - (reconnections for non-payment). Time Out: 16.0-16.4
 - Wed. 6/12 - Various locations - (reconnections for non-payment). Time Out: 16.0-16.4
 - Thur. 6/13 - Oak Street & Kuhn Avenue (alley) - lines arcing; tree limbs were trimmed from service to correct problem. Time Out: 19.0-20.5
 - Sun. 6/16 - 265 Mill Street- lines arcing; lineworker reattached guy wire that had been pulled loose. Time Out: 15.5-16.7
 - Mon. 6/17 - Various locations - (reconnections for non-payment). Time Out: 15.5-16.0
 - 30 Elizabeth Street- Service had been tampered with and it was requested that it be disconnected at the pole to avoid any further problems. Time Out: 18.0-18.7

2. **Distribution** Recent activity included:
- Metering Staff received no high bill complaints this week.
 - Line crews continue 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
5	0	2	0

3. **Engineering**
Staff worked on the following projects:
- Engineering staff reviewed and processed multiple building permits regarding fences and new construction involving HLD electrical distribution equipment.
 - Engineering staff coordinated training with Vermeer for the new HLD brush chipper used during vegetation management work around our electric facilities.
 - Engineering staff performed duties of the Distribution Dept.
4. **Administration**
- With the assistance of two high school students earning their required community service hours, assembly of the HLD Energy Savings Kits has been completed and door-to-door distribution has begun. We thank you, Landon Buzzerd and Gregory Kiser, for your efforts.
 - Staff completed the annual Ten Year Plan data request for the MDPSC. This request provides the state with projected energy consumption so that capacity needs projects can be planned for.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, June 12, 2013	6.65	0.00
Thursday, June 13, 2013	7.17	0.46
Friday, June 14, 2013	6.62	0.00
Saturday, June 15, 2013	6.17	0.00
Sunday, June 16, 2013	6.07	0.09
Monday, June 17, 2013	6.28	0.00
Tuesday, June 18, 2013	6.14	0.45
Weekly Average/Total	6.44	1.00
Monthly Average/Total	6.27	3.70

Projects

- Filter One has completed the cleaning work on the ENR filters.
- Ozonia and Tristate on site to work on the UV system.

Miscellaneous

- Ozonia reps were in for maintenance on the UV system. One bank of bulbs (36) was replaced in each channel and all new lamps are working. One quartz sleeve was replaced along with several fuses on the ballast cards.
- Maintenance installed new drive chain and motor mounting plate on the DAF Sludge Thickener Screw Conveyor.
- Maintenance assisted AR&E with annual hoist inspection. Report to follow.
- Maintenance has In-Plant Pump # 5 locked out to replace a cooling fan in the VFD. Fan is on order.
- Sunday 6/16/2013 maintenance was called in to replace the polymer storage tank that was leaking.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	2, 20	684	161	7
Flushing	15	6,932		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Manholes	1	2	I&I Epoxy Tech walls	12 VF

Collection System Maintenance Task

- Removed bypass and reconnected generator and confirmed operation at pump station 8.
- Chlorinated wet well at Collegiate Acres and Pump station 8.
- Wiring, soft starts and PLC programming now complete at pump station 8.
- Installed Bio-bags throughout infrastructure to control FOG.
- Crew handled grinder pump alarms @ 1531 Kensington Drive, 11103 Parkwood Court and 11116 Eastwood Drive.
- Backup at 328 North Potomac Street; cleaned service connection and flushed main.

- 215/217 Bryan Place was CCTV, found roots in building sewer and service connection. Will have to excavate and remove roots in service connection.
- Cleaned wet well at Potomac Ridge for AR&E.

Administration

Wastewater Division – Customer Call Log Summary 2013							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	2	0	0	1	6
YTD	37	23	6	6	8	21	101

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

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff met with Engineering Staff regarding a sewer issue involving the Mid-Town Motel demolition.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with Utilquest representatives to discuss performance issues and administrative/billing improvements.
- Staff met with a commercial developer regarding a water main approval and an allocation issue of an existing property.
- Staff continued working with Permits Staff on streamlining the water permits process.
- Staff attended a City Staff meeting at City Hall.
- Staff attended a Line Marking Training class at the County Department of Water Quality.

Wastewater Laboratory

- An industry discharge sample was collected from Stoner Enterprises.
- 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>
6/12/13	11.79		11.79
6/13/13	11.41		11.41
6/14/13	11.44		11.44
6/15/13	11.49		11.49
6/16/13	10.99		10.99
6/17/13	12.18		12.18
6/18/13	11.67		11.67
6/19/13	11.61		11.61
Average			11.57

Water Production at RC Willson

- *Operations*
 - Completing routine PMs.
 - Calibrated the pH analyzers at the stations.

-Maintenance:

- R C Willson – Performed routine PMs.
- Pump Stations – Generator training at P.S. #6

- Instrumentation

- R C Willson – Assisting contractor with generator/switchgear.
- Pump Stations – Generator training at P.S. #6.

Water Production at Breichner

- The Edgemont Reservoir is currently -5.50'; the bypass is closed 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 are working on Virginia Avenue overlay and finishing services on Summit Avenue. Also we will be installing new services at Westfield Estates.

Laboratory

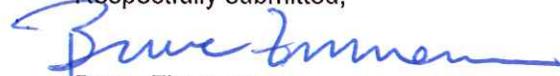
- The lab collected monthly THMs/HAAAs.
- Lab personnel attended the City's informational staff meeting.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan		1
Building Permit	21	1

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with Utiliquet representatives to discuss performance issues and administrative/billing improvements.
- Staff met with a commercial developer regarding an allocation issue for an existing business.
- Staff met with a commercial developer's representative to discuss pre-construction requirements.
- Staff continued working with Permits staff on streamlining the Water permits process.
- Staff attended a City Staff meeting at City Hall.
- Staff met with a residential developer's consultant to expedite a State Highway Administration Utility Permit application.
- Staff attended a Line Marking Training class at the County Dept. of Water Quality.

Respectfully submitted,



Bruce Zimmerman
City Administrator