

City of Hagerstown, Maryland

Status & Information Report No. 38 for 2013

October 11, 2013

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

OCTOBER 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 3pm Executive Session 4pm Work Session	2	3	4	5 8:45-10:15am Ride the Hub City Bike Loop
6	7	8 4pm Work Session	9	10	11	12 1-4pm Harvest Hoedown @ Fairgrounds Park 7am-2pm Community Yard Sale @ Fairgrounds Park
13	14	15 3pm Executive Session 4pm Work Session	16	17	18 11:30am-5:30pm Par Fore Pink Golf Tourney @ Hagerstown Greens at Hamilton Run	19 8:45-10:15 am Ride the Hub City Bike Loop
20	21	22 7pm Regular Session	23	24	25 City Center Ghost Tours	26 5pm Spooky Sprint @ Fairgrounds Park 6pm Mummies Parade
27	28	29	30	31		

CITY CLERK

- Pink in the Park Awareness Campaign. Breast Cancer Awareness-Cumberland Valley, Inc. will be tying pink ribbons within Hagerstown's City Center to be held in conjunction with their pink ribbon events being held this month during Breast Cancer Awareness Month. Their volunteers will tie the ribbons to parking meters and trees on Monday, October 14 and remove them on Friday, October 18.

Additionally, the City will be recognizing Breast Cancer Awareness Week with the following:

- Pink spotlights will be placed at the clock on top of City Hall.
- Pink flags will be marking the holes at Hagerstown Greens at Hamilton Run.
- Pink ribbons will be spray painted on the hills at Hagerstown Greens at Hamilton Run.
- Pink spotlights will be placed on the fountain at Park Circle.

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Governor's Housing Conference:** DCED staff (John Lestitian and Jonathan Kerns) attended the Governor's Annual Housing Conference on Friday September 27th in Baltimore. The Governor's Housing Conference is the largest and most comprehensive affordable housing forum in the state, convening housing advocates, community development leaders, housing authorities, homebuilders, developers, lenders and legislators who come together to discuss solutions and opportunities for affordable homeownership and rental housing in Maryland.
2. **Grand Opening/Anniversaries:**
 - The City hosted a Grand Opening and Ribbon Cutting for Juwuane & JR's Café at 116 West Franklin Street last week.
 - Please mark your calendar now for a Grand Opening and Ribbon Cutting for Bikle's Snow, Skate & Surf on Friday, October 11 at 4:00 PM Owner is Ryan Daughtridge.
3. **Hagerstown Arts & Entertainment District:**
 - The Management Board of the Hagerstown Arts and Entertainment District has been meeting monthly. They now have officers. Mary Anne Burke of the Washington County Arts Council is Chair and Rob Hovermale of the Barbara Ingram School for the Arts is Vice Chair.
 - Staff completed the annual Hagerstown Arts & Entertainment Report for Fiscal Year 2013. This is a requirement by the State of Maryland.
4. **Events:**
 - **Community Yard Sale at Fairgrounds Park Stables**
October 12, 7:00 AM to 2:00 PM — Use Cannon Avenue entrance
Over 70 stalls full of possibilities for finding your next treasure! Call 301.739.8577, ext. 169 for more information.
 - **Harvest Hoedown at Fairgrounds Park**
October 12, 1:00 PM to 4:00 PM at Cleveland Ave. ½ mile north of Dual Hwy.
The first 1000 children ages 12 and under receive a free apple and the first 1000 children ages 12 and under receive a free pumpkin. Featuring scarecrow making by Community Free Clinic, pumpkin painting, balloon giveaways, hay rides, Antique Tractor Club barrel rides, Petting Zoo, Cake Walk by Sunlight 4-H, City Farmers Market vendors, face painting and many more fun Fall activities. Entertainment provided by the Country Showcase of America Jamboree, local dance, cheerleading, majorette and karate groups. Sponsors of the event include: City of Hagerstown, Antietam Cable Television & Disney Jr., the Maryland Apple Promotion Board, Columbia Bank – Hagerstown Trust Division and Pediatric Dental Center of Frederick.
 - **City Center Ghost Tours**
October 25, beginning at 7:00 PM at Hagerstown's City Center
By wagon or on foot, visit and hear about some of Downtown's most haunted sites. Reservations and admission for both walking tours and hay ride tours are required. Tours leave promptly from the Potomac Walk outside of Bulls and Bears Restaurant. Light refreshments provided by Bulls and Bears.
Hayride Ghost Tour: 7:00 PM, 8:00 PM, and 9:00 PM
\$6 per seat, refreshments provided
Walking Tours: 7:00 PM and 8:00 PM
Adults: \$3 | Children 6-12: \$1 | Children 5 and under: Free | Goodies provided
 - **Greater Hagerstown Gallery & Arts Tour Fall 2013**
October 26, 10:00 AM to 5:00 PM
Self-guided tour of galleries, museums and more! Look for special features throughout the day. Location listings and maps will be available at sponsor and participant venues. Visit www.washingtoncountyarts.com/special-events.html for more information.

- Spooky Sprint 2 Mile Run/Walk (Before Mummies Parade)
October 26, 5:00 PM — Starts at Fairgrounds Park
To register email jdick@washco-md.net. Sponsored by the Washington County Recreation Department, City of Hagerstown and The Alsatia Club.
- Alsatia Mummies Parade
October 26, 6:00 PM at Hagerstown's City Center
This traditional Autumn evening event features local floats, bands, costumed mummies and more! Contact the Alsatia Club at 301.739.2044 for more information.
- City Wide Trick-Or-Treat
Thursday, October 31 from 6:00 PM to 8:00 PM throughout the City of Hagerstown
Welcome kids in costume to your home by turning on your porch light!

5. **Fundraising:**

- Staff have fundraised for specific activity funds for the Harvest Hoedown from the sponsors. They include Pediatric Dental Center of Frederick, Antietam Cable Television, Disney, ESPN, the Maryland Apple Promotion Board, and the Columbia Bank-Hagerstown Trust Division. Staff have obtained sponsorship for the MVP scholarships for the Hagerstown Gridiron Championship Classic. The event will happen on November 8, 2013 at 7:00 PM at Mike Callas Stadium. The Kiwanis Club and the Bulldog Federal Credit Union have both donated \$250 towards the scholarships.

6. **Programs:**

- The Downtown Alliance is presenting City Jazz Nights, which kicked off on Saturday, September 28 in the Arts & Entertainment District. The Downtown Alliance is a group of business and property owners, residents, nonprofit organizations and houses of worship that work together to enhance City Center Hagerstown.

Performances include:

- The Howard Burns Trio at Bulls & Bears September 28
- The K.B. Project at the Broad Axe October 5
- Kerensa Gray Jazz Trio at the Gourmet Goat October 12
- Tim Jenkins featuring Howard B. at 28 South October 19

- Each Saturday there will also be Music in the Square from 5:00 PM - 7:00 PM. The event is co-sponsored by the Hagerstown Arts and Entertainment District and supported by the City of Hagerstown.

7. **City Market:** The next event at the Historic City Farmers' Market will be Pumpkin Art Appreciation Day.

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

- Celebrate the Grand Opening for Bikle's Snow, Skate & Surf in City Center!
- Board Opening: Board of Traffic and Parking
- Dress Up Your Pup for the Howloween Dog Costume Parade!
- Traffic Advisory: Pavement Preservation Program
- E-casts:
 - On the Record With Mayor Dave Gysberts
 - A Special Invitation Grand Opening for Bike's Snow, Skate & Surf

9. **Channel 25:**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - City of Hagerstown Gives Back During Day of Caring
 - Harvest Hoedown Commercial
 - City Center Ghost Tours Commercial
 - Spooky Sprint Commercial
- In Production:
 - 140 South Potomac Street Revitalization

10. **Websites:**

- **YouTube:**

New uploads to YouTube this week:

- October 8 Mayor & Council Meeting 2 views
- On the Record with Mayor Dave Gysberts 170 views
- Two-Mile Spooky Sprint 17 views
- Day of Caring with the City of Hagerstown 42 views

- **City Website:**

- Website analytics for www.hagerstownmd.org for the week of October 2 - October 9:
 - ▶ Web traffic was average for the week with about 5,700 people viewing more than 14,000 pages on the City website.
 - ▶ Top Content:
 - Home page 5,128 visits (-8%)
 - Jobs page 794 visits (-10%)*
 - Calendar 610 visits (+3%)

PLANNING & CODE ADMINISTRATION DIVISION

1. **New Development Cases:**

- 12 South Walnut Street – Shentel – minor site plan for telecommunications equipment.
- 25 Sycamore Street – Columbia Gas – minor site plan for a pole building.

2. **Planning Commission:** The Planning Commission reviewed the following cases at its October 10 workshop meeting:

- Northern Middle School – 701 Northern Avenue – Parking Addition – approved site plan.
- Younger Auto Group – 212 All Star Court – Parking Area – approved concept plan for storm water management.
- 23 North Locust Street – Burkett's Deli – approved final plat to record alley right-of-way as one lot.
- 23 South Colonial Drive - State Farm Insurance – approved landscaping waivers.

3. **Plan Review Timing:** Northern Middle School site plan - submission to Planning Commission approval: 40 days; and Younger Auto Group concept plan – submission to Planning Commission approval: 9 days.

4. **Code Administration Weekly Activity Report:** September 30–October 5, 2013

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	7	Residential -	2	Commercial -	4	Other -	1	5
Electrical	14	Residential -	6	Commercial -	8	Other -	0	14
Plumbing	8	Residential -	4	Commercial -	4	Other -	0	8
Mechanical	10	Residential -	9	Commercial -	1	Other -	0	10
Engineering Dept.	18							18
TOTAL	57		21		17		1	55

Est. Value of Issued Building Permit Projects:		Fiscal Year Totals:
Residential	\$ 525,000.00	\$ 4,062,471.00
Commercial	\$ 295,390.00	\$ 2,505,533.00
Apartment	\$ 35,500.00	\$ 69,400.00
Sign	\$ 35,075.00	\$ 132,328.00
TOTAL	\$ 890,965.00	\$ 6,769,732.00

Construct two single family homes in Collegiate Acres - \$330,000
 Repairs to Parking Deck at 25 North Potomac Street - \$279,000
 Change existing Sovereign Bank signs to Santander at 140 Paul Smith Boulevard - \$35,000

RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013		
<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	53	146
New Applications Issued	6	6
Total Registered (includes those added since 5/1/13)	3022	8431
Percentage of total invoiced that are registered	93.9%	97.2%

Notes: The 2013-2014 rental license renewals for 8678 units in 3220 facilities were printed and mailed on May 1, 2013. The final "Past Due" notice was mailed on Sept 9 to those still outstanding. This included a \$100 per facility late fee. Those who remain outstanding in early October will be subject to a \$500 fine.

PAYMENT

Total Payments Received	\$ 7,300
Adjustments	\$ 850

INSPECTIONS	
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	54
Electrical	41
Plumbing	32
Mechanical	9
Safety	24
Neighborhood Vitality	73
Quality of Life	3
Preventive Maintenance	29
Planning & Zoning	3

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.

FIRE DEPARTMENT

<u>Breakdown by Incident Type:</u>	<u>TOTALS</u>	<u>LOSS</u>
Fire	28	\$42,950
Overpressure Rupture, Explosion, Overheat	1	
Rescue & EMS Incident	91	
Hazardous Condition (no fire)	29	
Service Call	29	
Good Intent Call	9	
False Alarm & False Call	36	
Special Incident Type	1	

<u>Breakdown by Property Type:</u>	<u>TOTALS</u>	<u>LOSS</u>
Assembly	9	
Educational	1	
Health Care, Detention & Correction	9	
Residential	97	\$17,950
Mercantile, Business	22	\$25,000
Manufacturing, Processing	3	
Storage	12	
Outside Property	<u>71</u>	
TOTAL INCIDENTS	224	\$42,950

<u>Incident By District:</u>		
Out Of County (OUT)	1	.44 %
Fairplay Fire (Co12)	1	.44 %
Leitersburg Fire (Co 9)	1	.44 %
Williamsport Fire (Co 2)	1	.44 %
Clear Spring Fire (Co 4)	2	.89 %
Halfway Fire (Co26)	3	1.33 %
Long Meadow Fire (Co27)	6	2.67 %
Funkstown Fire (Co10)	13	5.80 %
Hagerstown (HFD)	196	87.50 %

<u>AVERAGE TURNOUT PER INCIDENT:</u>	- 6
<u>INJURIES:</u>	Civilians - 1 Firefighters - 1
<u>AVERAGE TIME OF ARRIVAL:</u>	4:54 min
<u>FIRE SCENE PROPERTY VALUES:</u>	\$1,223,200
<u>FIRE LOSSES:</u>	\$42,950 – 3.51%
<u>PROPERTY SAVED:</u>	\$1,180,250 – 96.49%

PARKS & ENGINEERING

1. **Maryland Department of Transportation Tour** The State Secretary of Transportation, James Smith, conducted his tour of the State, with a stop in Washington County last Thursday. The group from MDOT announced that the following projects will be funded because of the recent increase in the gas tax:
 - Widening of the I-81 bridge over the Potomac River (\$44M)
 - Paving Rt 65 to the City limits
 - \$1.2M in design services to extend Professional Court over Antietam Creek
 - Keeping the rest area on Sideling Hill open year-round
 - Paving Rt 40 from Cannon Avenue to Nottingham Road throughout the City, Spring 2014
 - Sidewalk installations on Frederick Street in the vicinity of Wilson Boulevard

City staff made a strong case for increasing Highway User Revenues and the Secretary acknowledged our concerns in that area. A committee studying revenue to replace Higher User Revenue is in the process of developing ideas and the Secretary indicated that we will receive feedback from them in the near future.
2. **Sculpture Grant** We are happy to report that the Maryland State Arts Council awarded \$5,000 for Washington County's public art project. This project is entitled "The Fishing Lesson" and is a sculpture of two bears in the lake at City Park. Staff will continue to develop this plan and bring it to City Council in the very near future.
3. **NRPA Conference** The National Recreation & Parks Association holds an annual conference and this year it is in Houston. Rather than sending staff, we purchased "Live" conference feeds on many of the hot topics of Parks and Recreation. Staff participated in webinars on getting positive outcomes, marketing, and moving from best practices to 'next' practices. The webinars were very helpful in that they challenge our thinking and benchmark us against what other communities are doing.
4. **Application for Use of Parks** We have spent a lot of time developing a better application for reserving any of our parks. We plan to come to Council in the next two months to present this plan that will hopefully increase revenue and allow us to address some of the concerns that we have been facing with various events.
5. **End of Park Season** Winterizing our park facilities continues. This Sunday, October 13th, is the last day for our seasonal employees, therefore, the restrooms will be closed (except at Fairgrounds Park) and we will no longer accept reservations for our facilities.
6. **Recreation** Distributing information, flyers and accepting reservations for three (3) October events:
 - *Par Fore Pink, The Greens at Hamilton Run - Friday, October 18th*
 - *Howloween Dog Costume Parade, Fairgrounds Park Dog Park - October 26th*
 - *Ghost Tours, Hager House and City Park Walking Tour with Historic City Park Neighborhoods First, October 18th, 19th, 25th & 26th*
7. **Engineering Division Items**

Traffic issues		
Description	Week of 10/7/13	Year-to-Date
Traffic complaints received	4	122
Work Orders completed	1	109
Traffic counts completed	1	21
Construction Projects		
Description	Week of 10/7/13	Year-to-Date
Projects advertised for bids	0	24
Projects under construction	9	15
Projects completed	5	9

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,821	Field Interviews:	67
Arrests/Warrants Served:	22	Moving Violations:	34
Domestic Violence Calls:	26	Parking Violations:	12
DUI Arrests:	1	Safety Repair Orders:	12
Reports Filed:	182	Warnings:	58

2. REPORTS

- **10/05/13:** Officer Culp responded to Winter Street for a reported malicious destruction of property. The victim advised her back window of her vehicle was smashed out during the night. The victim suspects a female she had an altercation with earlier in the day. The officer stated he would check the cameras at Forest and Winter Street to see if the incident was captured. No further information is available at this time.
- **10/06/13:** Officer Johnson was flagged down by a male on Fairground Avenue to report his gun was stolen from his truck. The victim stated he went to his truck looking for something when he realized his gun was missing. He checked the house and contacted his hunting partner to see if he knew the whereabouts of the gun. He then realized the gun had been stolen. No further information is available at this time.
- **10/08/13:** A male flagged down Officer Constable in reference to a robbery. The victim stated he was robbed by three adult black males at the Sheetz on Potomac Avenue early Sunday morning. The males asked for his money and the victim gave the money to them and they left the area. This case will be forwarded to the Criminal Investigation Department.
- **10/09/13:** Officers were dispatched to the 200 block of Lily Court in reference to a fight. Upon arrival it was determined that two males had been fighting and one of the males suffered a single stab wound to his back. The suspect in the stabbing, a 29 year old male, fled the scene prior to the arrival of the responding officers. The suspect is known and charges of first and second degree assault are pending.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	155	153
	University District Deck	424	424
	Downtown Parking Lots	377	374
Number of Patrons Using Decks	A & E Deck	2,029	1,707
	University District Deck	2,090	2,091
Sales of Discount Coupons		50	20
Number of Citations Issued	(Includes Warnings)	135	183
Number of Late Payment Notifications		26	39
Number of Cars Booted		1	3

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	1
Fire	5	2
Human Resources	0	0
Light	2	3
Parks & Engineering	0	2
Police	4	8
Public Works	7	6
Wastewater	2	0
Water	4	2
Weekly Totals	25	24

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.

¹AFTER-HOURS CALL OUT DATA

	Issues for September	Sept. 2013	August 2013
Street Issue	Sink hole on Wesel Blvd	1	2
Parking System			
Traffic Signal			2
Traffic Signs	Mulberry and East	1	
Building Maintenance	Market House door unsecured	1	1
Fleet Maintenance			1
Weather Related			
Property Issues	Set out	1	
Total		4	6

¹After-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.

STREET SWEEPING DATA

Month	Number of Miles of Streets Swept
January	402
February	806
March	762
April	1,111
May	999
June	814
July	1,004
August	896
September	736

Public Works typically operates 2 street sweepers everyday from Monday through Friday. Sweepers do not run on city designated holidays, heavy rain days, severe inclement weather (heavy rain, snow, etc.) or when temperatures are much below 32° F. Many streets in the core of the downtown are permanently posted for weekly cleaning. Streets outside of these areas are manually posted by staff on a regular basis.

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Thur. 10/3 - 1014 Oak Hill Avenue- partial outage; tree branch tore triplex service loose, triplex replaced to correct problem and restore power. Time Out: 20.4-22.2
 - Fri. 10/4 - 47 & 49 Mealy Parkway- tree on line; tree limb fell across service wires, tree branch removed from wires to restore power. Time Out: 16.3-17.0
 - Sat. 10/5 - 917 Spruce Street (rear)- total outage; squirrel caused transformer fuse to operate, (1) 10T fuse replaced to correct problem. Time Out: 8.8-9.2
 - 209 Wakefield Road- total outage; bird caused transformer fuse to operate, (1) 10T fuse replaced to restore power. Time Out: 9.6-9.9
 - 23 West Wilson Blvd.- total outage; squirrel caused transformer fuse to operate, (1) 10T fuse was replaced to correct problem and restore power. Time Out: 18.3-18.7
 - Sun. 10/6 - 1219 Glenwood Avenue (rear)- total outage; tree branch tore secondaries down, lines reattached to correct problem and restore power. Time Out: 15.6-18.4

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.
 - In coordination with the HLD Engineering staff, the Line crews are continuing the removal of unneeded overhead wires, hardware, and equipment as part of our effort to maintain and improve our facilities. This project will simplify inspection, repair and restoration of service to our valued customers.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
11	0	1	0

3. **Engineering** Staff worked on the following projects:
 - Engineering staff reviewed and completed multiple permits, electrical service upgrades, and site plans on HLD's system.
 - Engineering staff distributed electric water heater blankets to HLD customers qualifying for this year's EMPOWER MD grant program.
 - The Staff Engineer reviewed a new addition to HLD's safety program; Personal Voltage Detectors. These devices will be worn by HLD personnel scouting downed conductor. If a line is energized, the device will sound an audible warning, allowing the person to avoid the dangerous situation, identify the problem, and coordinate repairs safely.

- Staff reviewed HLD's use of wildlife guards within our substations. Since these products have been added a few years ago, HLD has seen a significant reduction of animal caused outages in our substations; which carry the potential of catastrophic damage. We will be identifying locations and placing more wildlife guard in the near future.
- Snook Substation Transformer #2 was received from ABB after repair and placed on its pad. The unit was commission tested and subsequently energized. Distribution feeder relays when back from repair at ABB will be installed on the feeder breakers, tested, and load applied, returning the substation and its load back to "normal."

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, October 2, 2013	4.99	0.00
Thursday, October 3, 2013	5.00	0.00
Friday, October 4, 2013	4.68	0.00
Saturday, October 5, 2013	4.65	0.00
Sunday, October 6, 2013	4.78	0.00
Monday, October 7, 2013	5.57	0.73
Tuesday, October 8, 2013	5.07	0.00
Weekly - Avg. Flow / Total Rainfall	4.96	0.73
Monthly - Avg. Flow /Total Rainfall	4.96	0.73

Miscellaneous

- Maintenance installed the replacement bushing on # 2 pista-grit unit at headworks and placed it back in service.
- Odor Control Chemical Scrubber for sludge holding tank is still out of service awaiting parts for chemical pump.
- Cummins Generator was on site for repair of switches on the ENR generator but was unable to make the repairs at this time.
- No major projects this week.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	1,20	272	0	0
Flushing	1,22	9,255		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Manholes	14,16	3	Street overlay raise	7 inches
Lateral Only	50, 21	2	Broken pipe	15.4

Collection System Maintenance Task

- Cleaned in district 22, inspected one run at 20001 for infiltration (none seen).
- Replaced grinder pump core at 31131 Eastwood Dr, 21314 Parkwood Ct, and 11138 Mahogany Dr, also excavated 21314 Parkwood and replaced Discharge Valve Assembly.
- Replaced faulty PC card on the generator at station 23

- Replaced pump control 'off' float at station 15.
- Downloaded data from Newgate flow meter.
- Grease and grit issue at station 8, pretty severe, will need to go back next week to clean influent on the west side.
- Picked up unit 518 from CMG and confirmed all lights worked.
- Blockage call at 110 E. Magnolia, C/O at curb had standing water in it so we opened and will inspect next week.
- Odor complaint at 54 East Ave; flushed main line.
- Pulled and cleaned #1 pump at station 1.
- Installed Bio-bags throughout infrastructure to control FOG.

Administration

Wastewater Division – Customer Call Log Summary 2013							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	1	3	0	0	0	5
YTD	62	50	19	9	8	55	203

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

Engineering

- Staff attended a meeting with County Engineering staff and representatives of Milani Construction on the Robinwood Corridor II project to discuss the relocation of the water service to wastewater Pump Station # 8.
- Staff met with City Permits staff to continue streamlining the water permits process.

Wastewater Laboratory

- John Snow from Coyne Chemical is performing some phosphorus removal chemical testing on our waste stream. The lab is analyzing the phosphorus levels to see the results of the individual removals.
- The Lachat annual maintenance contract has come due for the equipment. It's been arranged for a Lachat service tech to perform annual maintenance on the various elements of the unit
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	Willson	Breichner	Total
10/03/13	12.19		12.19
10/04/13	11.99		11.99
10/05/13	11.79		11.79
10/06/13	11.67		11.67
10/07/13	11.91		11.91
10/08/13	11.90		11.90
10/09/13	11.64		11.64
Average			11.87

Water Production at RC Willson

- *Operations*

- Completing routine PMs.

- *Maintenance*

- R C Willson – Performing routine PMs.
- R C Willson – Assisted with moving the SCADA antenna.
- R C Willson – Worked with AR&E on the installation of the new north flashmixer.

- *Instrumentation*

- R C Willson – Moved the SCADA antenna.
- Pump Stations – Installed new AGM equipment at Showalter Tank.
- Pump Stations – Installed a new flow meter at PS #6.
- Pump Stations – Installed new loss of power equipment at PS #6.
- Pump Stations – Working on the installation of a new large pump at PS #6.

Water Production at Breichner

- The Edgemont Reservoir is currently at -10.3'. The bypass and the hydrant are closed.
- Breichner was operated on 10/8 & 9 in an attempt to make ready for operation this fall.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on meter exchanges throughout the system. We installed the new main on Ewell Drive and are starting on Buford Drive. We also installed a new flow meter and pump at Pump Station #6 on Jefferson Blvd.

Laboratory

- A new line on Black Maple Way is being tested.
- Monthly THMs were collected.
- The heating element of lab's distillation unit burnt out after many years of service. Maintenance has replaced a temperature controller so we can reassemble the unit and install the new element.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	3	2
Preliminary Plat		1
Subdivision Plat - Minor	1	
Final Plat	1	1
Building Permit	24	6

- Staff attended a meeting with County Engineering staff and representatives of Milani Construction on the Robinwood Corridor II project to discuss the relocation of the water service for wastewater Pump Station #8.
- Staff met with City Permits staff to continue streamlining the water permits approval process.

Respectfully submitted,

Bruce Zimmerman
City Administrator