

City of Hagerstown, Maryland Status & Information Report No. 44 for 2013

November 22, 2013

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

NOVEMBER 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 4pm Work Session	6	7	8	9
10	11 HOLIDAY City Offices Closed	12 4pm Work Session	13	14	15	16
17	18	19 4pm Work Session	20	21	22	23
24	25	26 7pm Regular Session	27	28 HOLIDAY City Offices Closed	29 HOLIDAY City Offices Closed	30

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries**
 - City Center hosted another grand opening. Fat Cats Deli & Eatery had their ribbon cutting at 15 West Washington. Owned and operated by Troy and Alison Rupp.
 - Please mark your calendar now for a Grand Opening and Ribbon Cutting for The Fine Arts Co. located at 18031 Garland Groh Blvd. The event will be held on Monday, November 25 at 4:30 PM. The store is owned by David Nathans and Melissa Kaiser.

2. **Events**
 - **Hagerstown Gridiron Championship Classic - MVP**
12th Annual Hagerstown Gridiron Championship Classic MVP's will be honored at the Mayor and City Council Meeting on Tuesday, November 26. North Hagerstown High School selects Austin Stone. Isiaha Smith was selected as the South High MVP.
 - **Annual Boards And Commissions Luncheon** - The Annual Boards and Commission Luncheon to thank volunteers for their service was held at the Academy Theatre on November 22, 2013.
 - **United Way Rally in the Square** - Please join the United Way for their annual campaign Rally and enjoy Christmas Carols and a visit from *everyone's* favorite bearded friend! Kids are welcome! **Rally in the Square** will be held on Wednesday, Dec. 4, 2013 at 4:00 PM. Hosted by Brian Flook and Clarence Horst, co-chairman, UW Campaign.

- **Holiday Faire Off The Square**
December 5, 4 PM to 7 PM | Elizabeth Hager Center Lot
Organized by the Downtown Alliance. Features an artisan and farmers market with some holiday crafts.
- **Tree Lighting in Public Square**
December 5, 5 PM to 6:30 PM | Public Square, City Center Hagerstown
Local school bands and singing groups begin the evening's activities which ends with the arrival of Santa and the lighting of the Christmas Tree on the Square. Mayor David Gysberts will light the Christmas Tree with special guests.
- **Hollyfest**
December 5, 7 PM | Maryland Theatre
A free holiday event with entertainment by local children's groups. No tickets required. Hollyfest is sponsored by Columbia Bank, Hagerstown Trust Division and Antietam Cable Television/Disney and ESPN.
- **City Park Lighting**
December 6, 7 PM | City Park on Virginia Avenue
Take part in the merriment as the Christmas tree and decorations are illuminated on the lake and enjoy refreshments, music and activities at the Hager House, Washington County Museum of Fine Arts and the Mansion House Art Gallery. Hay rides will provide transportation around the park at no cost. Event sponsored by Columbia Bank, Hagerstown Trust Division. Reminder: Smoking in City Park is no longer permitted.
- **Hagerstown's Police Athletic League presents Reindeer Run & Walk**
December 21, Registration begins 7:45 PM | City Center
Come out for a winter run and walk to benefit the Police Athletic League. For information call 301.790.2085 or e-mail hagerstownpal@yahoo.com
- **Holiday Tour of Houses of Worship**
December 26, 3 PM to 7 PM
Self-guided walking tour of historic houses of worship; brochures will be available at the Convention & Visitors Bureau prior to event, at the Washington County Historical Society night of event, and at each of the participating houses of worship. Tour runs from 3 PM to 7 PM and includes 16 City houses of worship and two points of interest in seasonal decoration with historic and architectural interpretations, music and art. A bus will be available on a continuous loop through City Center with six stopping points for those who want to reduce their walking distance. Inclement weather date is December 27. For more information, please call 240.420.1740.
- **Donut Drop**
December 31, 7 PM | Public Square, City Center Hagerstown
What's NXT presents the Krumpe's New Year's Eve Donut Drop! Join us outside at Public Square in downtown Hagerstown for free coffee, free hot chocolate, free popcorn and of course, Krumpe's Donuts. Family festivities begin at 6 PM, donut drop begins at 6:59 PM For more information visit www.whatsnxt.com/2014DonutDrop
- **Storybook Holiday 2013**
December 14
Presented by Frostburg Student Educator Association (FSEA) and the City of Hagerstown. A free holiday event with entertainment and activities. Call 240-527-2730 for more information.
- **Washington County Free Library — Storytelling: 12 PM to 1 PM**
- **Historic City Farmers' Market — Holiday Cookie Decorating: 8 AM to 12 PM**
- **Walker Academy/Children's Theater — Breakfast with Santa: 7:30 AM to 9:30 AM**
- **Walker Academy/Children's Theater — A Glimpse of the Velveteen Rabbit: 11:00 AM to 11:30 AM**

- **University Plaza** — Elf Olympics: 12:30 PM to 1:30 PM
 - **USMH** — Holiday Crafts and Face Painting: 10:30 AM to 1 PM
 - **University Plaza** — Parade & Caroling: 1:30 PM to 2 PM
3. **Arts and Entertainment District**
- The Hagerstown Arts and Entertainment Management Board met with representatives of the Hagerstown Police Department to discuss safety in the A&E District. In December, they will unveil the new A&E District logo at a Mayor and City Council meeting.
 - The most over art submissions came in for the Blue Fest Poster Art. We had 66 artists submit. We are now selecting the winner which is very hard with all the talent that submitted.
4. **Fundraising:** The Washington County Arts Council awarded a \$1,700 grant to the Western Maryland Blues Fest and a \$1,500 grant to Augustoberfest.
5. **City Market**
- We have some new vendors beginning November 23 joining the City Market. Eloise Plank who makes homemade Shawls & Scarves. Also, beginning November 30 , Jeff Paules will operate a new counter with a lunch focused menu. Sounds delicious.
 - Requests for Proposals came in this week in order for the market and the parking to have an ATM. The RFPs are now under review.
 - November 23 - Thanksgiving Basket Giveaway. Free to enter and winner is announced at 11:00 AM - winner must be present at calling to claim prize.
 - **Holiday Happenings at Historic City Farmers Market**
Every Saturday, 5:00 AM to 12:00 p.m. | 25 West Church Street
 - **December 7 — Holiday Faire**
Enjoy a variety of gift purchasing opportunities. Visit all of your favorite vendors and check out holiday-only vendors. Enjoy special giveaways.
 - **December 14 — Songs of the Season**
Enjoy a day of holiday music while you shop around at the Farmers Market. First 75 customers to Market beginning at 9:00 AM will receive a free Market goodie!
 - **December 21 — Gifts For Our Customers**
There will be an abundance of Holiday joy at the City Farmers Market. Santa will make a stop before he makes his trip around the world from 9:00 AM to 11:00 AM. Gifts for You Giveaway will take place beginning at 8:00 AM and occurring every half hour until closing.
6. **This Week's Headlines and Media Releases**
- Fat Cats Deli & Eatery Celebrates Grand Opening in City Center
 - Ribbon-Cutting Will Celebrate Mills Park Expansion
 - Trash & Recycling Delay for Thanksgiving Holiday
 - E-casts:
 - A Special Invitation for the Grand Opening of the Fine Arts Company
 - Economic Development Newsletter - November/December
7. **Channel 25:**
Watch the City Newsroom at the top of every hour. This week's news stories include:
- 140 South Potomac Street Revitalization Project
 - Small Business Saturday Promotion

- Howloween Dog Costume Parade
- Washington County Free Library Grand Opening

In Production:

- On the Record Episode 002
- Christmas Events in City Center

8. **Websites**

YouTube:

- The City of Hagerstown YouTube channel is up to 80 subscribers and has logged over 19,000 video views!
- New uploads to YouTube this week:
 - 140 South Potomac Street Revitalization
 - November 19 Mayor & Council Work Session

Facebook:

- There are up to 1,736 subscribers to the City of Hagerstown-Municipal Facebook page!
- Recent posts with highest user engagement:
 - South High wins Gridiron Championship 3,504 views (33 shares)
 - Christmas Tree going up on the Square 473 views
 - Fat Cat's Deli Ribbon-Cutting 401 views

PLANNING & CODE ADMINISTRATION DIVISION

1. **New Development Cases:**

- 2012 Church Street LLC – 358 West Church Street – site plan for future pad sites.

2. **Code Administration Weekly Activity Report:** November 12 –15, 2013

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	4	Residential -	2	Commercial -	2	Other -	0	8
Electrical	10	Residential -	7	Commercial -	2	Other -	1	10
Plumbing	17	Residential -	15	Commercial -	1	Other -	1	17
Mechanical	11	Residential -	10	Commercial -	1	Other -	0	11
Engineering Dept.	13							13
TOTAL	55		34		6		2	59
<u>Est. Value of Issued Building Permit Projects:</u>					<u>Fiscal Year Totals:</u>			
Residential	\$ 480,850.00				\$ 6,021,511.00			
Commercial	\$ 153,000.00				\$ 3,160,583.00			
Apartment	\$ 0.00				\$ 70,900.00			
Sign	\$ 3,500.00				\$ 179,363.00			
TOTAL	\$ 637,350.00				\$ 9,432,357.00			
Construct four, three-story townhomes with full basements in Collegiate Acres - \$480,000								
Interior fit out for Charles Schwab at 18045 Garland Groh Boulevard - \$138,000								

RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	5	7
New Applications Issued	3	3
Total Registered (includes those added since 5/1/13)	3082	8587
Percentage of total invoiced that are registered	96.2%	98.5%

Notes: The 2013-2014 rental license renewals for 8,678 units in 3220 facilities were printed and mailed on May 1, 2013. Recent review of the 100 or so outstanding applications show that at least 40% are in various stages of foreclosure. The remainder were sent a Notices of Violation and have been given until early Dec to register and pay a later fee or face a \$500 fine.

PAYMENT

Total Payments Received	\$ 350
Adjustments	\$ 400

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	61
Electrical	43
Plumbing	40
Mechanical	15
Safety	48
Neighborhood Vitality	41
Quality of Life	4
Preventive Maintenance	34
Planning & Zoning	4

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. Projects Out to Bid

- Burhans Boulevard Bridges – Rehab work on three bridges on Burhans Boulevard, funded by Federal Aid. Work to start in March
- 43-53 West Washington Street – Demolition, new back wall and reroof a portion of the building. Asbestos removal will start in January

- Frederick Street Sidewalks – State Highway project requested by the City to install sidewalks from Bowman Avenue to City line. Work will commence in March.

2. **Dual Highway Landscaping** Staff met with several staff of the State Highway’s (SHA) Landscape Operations Division. This came about due to the letter the Mayor sent SHA about the poor condition of the landscaping on the Dual Highway. Here is their plan:

Cleveland Islands

- In the next few days, they plan to move the existing nepeta plants to the center of the islands and mulch the islands. This seems to be the only thing that has done well in these islands.
- In the spring, plan to add additional pavers and make each island maybe half nepeta and half pavers. They think this will be a sustainable plan.
- They have to address ADA issues for the crosswalks across Route 40 as well.
- This area will be repaved in the Spring as part of the overall SHA Route 40 work.
- They really pushed for the City to maintain these islands but I declined.

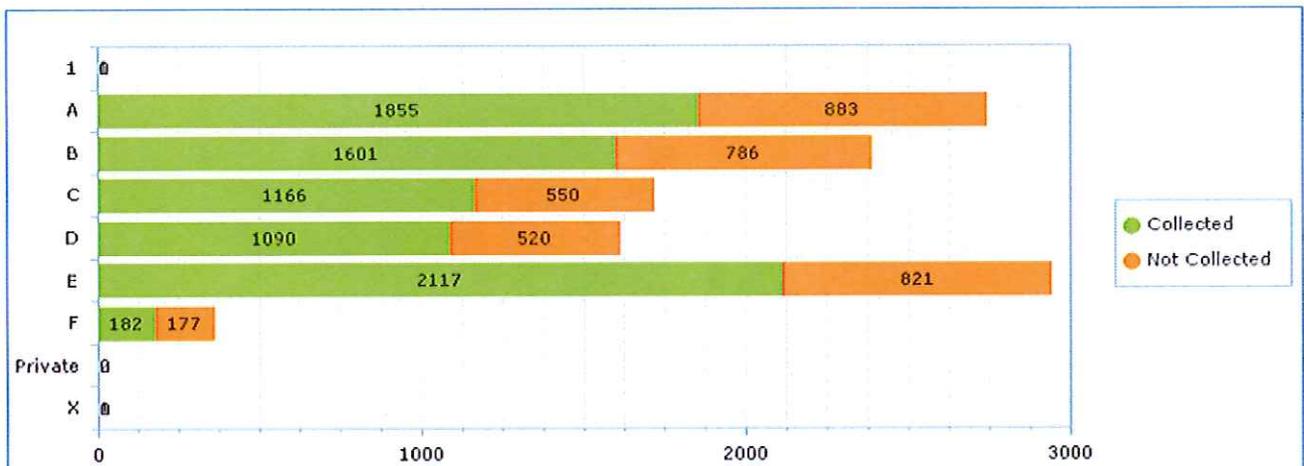
Median Trees

- They will remove all dead trees and stumps
- They will do more pruning/trimming of the trees as needed, especially the zelkovas nearer I-70
- They say they cannot replace missing trees since these trees violate their policy for proximity to the roadway.

3. **Franklin & Washington Street Improvements** On the evenings of November 13th and 14th, SHA used a urethane injection process to stabilize sinking pavement areas in the 600 and 700 blocks of West Franklin Street. SHA installed temporary pavement patches at the worst depressions to get through the winter, until the repaving of Franklin and Washington Streets is completed in the spring. SHA’s plan to repair several of the brick crosswalks on these two streets has now been delayed until the spring.

4. **New Data on Recycling Program**

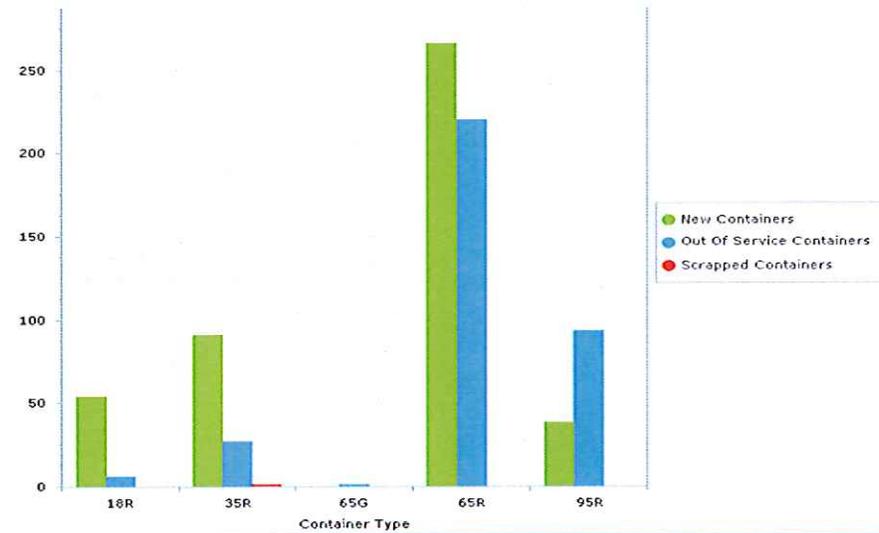
Rehrig, the supplier of our recycling carts, has updated their tracking software and we have a lot of new data we can provide from time to time. Here are some samples for this past week:



Dailey Route Collection Status (By Zone)

Truck ID No.	Reader On	First Tip	Travel Time To First Tip	Last Tip	Reader Off	Total Collection Time	Total Route Time
310618	11/21/2013 7:10:00 AM	11/21/2013 7:12:00 AM	0:02:00	11/21/2013 4:24:00 PM	11/21/2013 4:26:53 PM	9:12:00	9:16:53
310618	11/20/2013 7:06:32 AM	11/20/2013 7:47:00 AM	0:40:28	11/20/2013 4:28:00 PM	11/20/2013 4:35:09 PM	8:41:00	9:28:37
310642	11/21/2013 12:00:54 AM	11/21/2013 12:11:00 AM	0:10:05	11/21/2013 4:17:00 PM	11/21/2013 4:36:22 PM	16:06:00	16:35:28
310642	11/20/2013 6:39:11 AM	11/20/2013 6:40:00 AM	0:00:49	11/20/2013 6:32:00 PM	11/20/2013 11:59:54 PM	11:52:00	17:20:43

Recycling Truck Start/End Times for 11/21 & 11/22



Container Inventory
(Out of service containers need cleaned and restocked by WM)

- Christmas Trees** The Christmas trees for downtown and the City Park lake have been selected, cut down and placed on site.
- Traffic Counts**
At the request of HPD we completed red light violation counts during AM & PM peak hours at three intersections and "AFTER" speed counts for the speed cameras located on South Potomac Street and Pangborn Boulevard.

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,415	Field Interviews:	34
Arrests/Warrants Served:	22	Moving Violations:	40
Domestic Violence Calls:	24	Parking Violations:	11
DUI Arrests:	2	Safety Repair Orders:	21
Reports Filed:	146	Warnings:	60

2. REPORTS

- **11/14/13:** Officer McKenzie was dispatched to Winter Street for a reported burglary. Victim stated when he returned home at approximately 11 a.m. his door was open about one foot. When he searched the house he noticed his medication was gone. There appeared to be nothing else taken of value. Officers were unsuccessful in getting fingerprints. No further information is available at this time.
- **11/16/13:** Officer Hostetter responded to Brown Avenue for a malicious destruction of property report. The victim stated her vehicle appeared to have been keyed. She also stated she may have a possible suspect in the case. There are no other suspects at this time.

- **11/20/13:** Officers from the Hagerstown Police Department responded to R. Bruce Carson Jewelers on Shank Farm Way for a robbery. A K-9 officer began a search between Allegheny Optical and Seven Ten Bowling Alley heading towards Oak Hill Avenue. A watch display holder was located on Oak Hill Avenue. Photographs were taken and the watch display holder was seized for evidence and it was identified by the owner of R. Bruce Carson Jewelers as their property. Detective Kayser responded to Allegheny Optical to view video footage. Officers did a second search but nothing else was found. No further information is available at this time.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	165	165
	University District Deck	423	422
	Downtown Parking Lots	379	376
Number of Patrons Using Decks	A & E Deck	1,950	2,105
	University District Deck	2,076	2,127
Sales of Discount Coupons		0	50
Number of Citations Issued	(Includes Warnings)	160	182
Number of Late Payment Notifications		37	27
Number of Cars Booted		1	1

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	0	3
Human Resources	0	0
Light	3	1
Parks & Engineering	2	4
Police	7	7
Public Works	4	5
Wastewater	1	3
Water	2	5
Weekly Totals	19	29

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:
 - Thur. 11/14 - 128 North Cannon Avenue- lines down; Dead-end was replaced to correct problem. Time Out: 17.7-19.0
 - Fri. 11/15 - Chestnut Street- partial outage; Connectors were replaced to correct problem. Time Out: 16.9-18.3
 - Sun. 11/17 - 600 Block Summit Avenue- total outage; (1) 100 amp cut out was replaced to restore power. Time Out: 16.4-17.3

- 400 Block Jonathan Street- lines down; lines were found to belong to Verizon, company contacted to make necessary repairs. Time Out: 21.8-22.7
- Mon. 11/18 - 1134 Hamilton Blvd.- total outage; tree limb fell on all 3 phases of service causing feeder to lock out, branch removed and repairs made to correct problem and restore power. Time Out: 1.0-3.5

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.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
9	0	3	0

3. **Engineering.** Staff worked on the following projects:

- Staff reviewed and completed multiple permits, electrical service upgrades, and site plans on HLD's system.
- This month's safety meeting will be a review of our "Lock-out, Tag-out" protocol, which is essential for the safety of our Distribution personnel.
- Information was gathered from GIS, which determined the number of customers that would be affected by scheduled maintenance outages. This information allowed HLD staff to notify those customers in a timely manner.

4. **Administration**

- Staff met with WCPS Technology Department regarding a new fiber optic run from Commonwealth Ave to their new site on Downsville Pike. Some engineering and preparation is required to comply with the NESC clearance guidelines.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Nov. 13, 2013	5.28	0.00
Thursday, Nov. 14, 2013	5.35	0.00
Friday, Nov. 15, 2013	5.15	0.00
Saturday, Nov. 16, 2013	5.10	0.01
Sunday, Nov. 17, 2013	5.19	0.02
Monday, Nov. 18, 2013	5.42	0.07
Tuesday, Nov. 19, 2013	5.21	0.00
Weekly - Avg. Flow / Total Rainfall	5.24	0.10
Monthly - Avg. Flow /Total Rainfall	5.50	0.73

Miscellaneous

- Hagerstown Fire Department was on site to check out tank confined space options.
- AR&E started replacing VFD's in the BNR building
- Collections assisted in the install of the counter weights on final # 6 drag.

Wastewater Collection**SSES Weekly Progress**

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	16,23	869	908	27
Flushing	24	7,604		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Joins				
Main Line Only	7,8	2	Roots broken pipe	7.7
Manholes	22	3	I & I	21 V.F.

Collection System Maintenance Task

- Cleaned wet well at station 2, and cleaned Potomac Ridge for A.R&E.
- Vacuumed air relief vault on Robinwood, force main.
- New service connection at 300 Woodpoint Avenue by contractor for Habitat for Humanity.
- Repaired broken pipe by inserting a 12 inch Stainless Steel repair sleeve on Mulberry.
- Changed impellers at station 24 and added 45 bend to deflect influent.
- Cleaned impeller at station 1, shop bench work.
- Blockage on Maryland Ave excavated to remove protruding lateral and section of main.

Administration

Wastewater Division – Customer Call Log Summary 2013							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	2	1	0	0	0	3	6
YTD	67	56	20	9	8	65	225

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

Engineering

- Staff attended a GIS meeting at the University of Maryland Hagerstown.
- Staff attended a Water and Wastewater Operators Association meeting in Frederick.

Wastewater Laboratory

- The lab continues to perform testing on the Synagro filter press process.
- 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>
11/14/13	11.72		11.72
11/15/13	11.50		11.50
11/16/13	11.61		11.61
11/17/13	11.65		11.65
11/18/13	12.19		12.19
11/19/13	11.97		11.94
11/20/13	11.86		11.86
Average			11.79

Water Production at R C Willson

- Operations

- Cleaning
- Routine PMs

- Maintenance

- R C Willson – Packing the low service pumps
- R C Willson – Routine PMs

- Instrumentation

- R C Willson – Assisted with packing the low service pumps.
- R C Willson – Continue working on the new PAC system.
- R C Willson – Working on the low service flow meter.
- Pump Stations – Worked on the compressor at the Edgemont Reservoir.
- Breichner Plant – Worked on the ABB signal.

Water Production at Breichner

- The Edgemont Reservoir is currently at -6.7'; the bypass and the hydrant are closed. Washed the clarifiers and ran to the clearwell to be in ready state if needed.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on meter exchanges throughout the system. We have installed 1100' of new 8" water main on Ewell Drive and Buford Drive and are flushing and testing the new main. We also are working on a leak on our 24" transmission main in Williamsport.

Laboratory

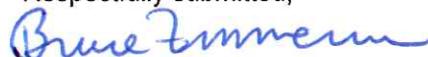
- The second quarterly round of UCMR 3 was collected and sent to ALS Laboratories for analysis.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Building Permit	10	

- Staff attended a GIS meeting at the University of Maryland Hagerstown.
- Staff met with Distribution staff, County Engineering staff and contractor representatives to discuss the HCC vault replacement on the Robinwood Corridor II project.
- Staff met with City Permits staff to continue streamlining the water permits process.
- Staff attended a Water and Wastewater Operators Association meeting in Frederick.

Respectfully submitted,



Bruce Zimmerman, City Administrator