

City of Hagerstown, Maryland Status & Information Report No. 45 for 2013

December 6, 2013

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

DECEMBER 2013						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 2pm Meet with State Delegation @ HCC 4pm Work Session	4	5 6pm Public Square Tree Lighting	6 7pm City Park Lighting	7
8	9	10 3pm Executive Session 4pm Work Session	11	12	13	14
15	16	17 4pm Budget Work Session 7pm Regular Session	18	19	20	21
22	23	24 HOLIDAY CITY OFFICES CLOSED	25 HOLIDAY CITY OFFICES CLOSED	26	27	28
29	30	31 No M&C Meeting 6pm Krumpe's Donut Drop @ Public Square				

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries:** The City of Hagerstown hosted a Grand Opening and Ribbon Cutting for The Fine Arts Co. located at 18031 Garland Groh Boulevard. The event was held on Monday, November 25 at 4:30 PM. The store is owned by David Nathans and Melissa Kaiser.

2. **Events**
 - **United Way Rally in the Square** -. United Way held their annual campaign rally this week hosted by Brian Flook and Clarence Horst, co-chairman, UW Campaign. The campaign thermometer is now in Public Square.

 - **Holiday Faire Off the Square**
December 5, 4 PM to 7 PM | Elizabeth Hager Center Lot
Organized by the Downtown Alliance. Featured 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 began the evening's activities, which ended with the arrival of Santa and the lighting of the Christmas Tree on the Square. Mayor David Gysberts will lit the Christmas Tree with a student government representative from BISFA.

- **Hollyfest**
December 5, 7 PM | Maryland Theatre
Local children's groups performed during this free holiday event. Hollyfest is sponsored by Columbia Bank, Hagerstown Trust Division and Antietam Cable Television/Disney and ESPN.

3. **Upcoming Events**

- **City Park Lighting**
December 7, 6 PM | City Park on Virginia Avenue
This year's illumination had to be re-scheduled and delayed one day due to the rain forecast for Friday. Unfortunately, the Washington County Museum of Fine Arts will not be able to participate due to the change. Guests will still be able to enjoy refreshments, music and activities at the Hager House 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.
- **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**
- **Hagerstown's Police Athletic League presents Reindeer Run & Walk**
December 21, Registration begins 7:45 AM | 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. In case of inclement weather, the tour will be held 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 the square of 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.

4. **Arts and Entertainment District**

- In January, they will unveil the new A&E District logo at a Mayor and City Council meeting.
- Applications are now being accepted for The Studios on NoPo (Artist Housing at 36 to 40 North Potomac Street).
- The most ever art submissions came in for the Blue Fest Poster Art. We had 66 artists submit. We will announce the winner soon.

5. **Fundraising:** The Washington County Arts Council awarded a \$1,700 grant to the Western Maryland Blues Fest and a \$1,500 grant to Augustoberfest.

6. **City Market**

- **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 will occur every half hour until closing.

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

- Shoppers Win With Small Business Saturday Support
- UPDATE: City Park Illumination Re-Scheduled for Saturday, December 7th
- Advisory: Last Yard Waste Collection for 2013
- E-casts:
 - On the Record With Mayor Gysberts - Episode 002

8. **Channel 25:** Watch the City Newsroom at the top of every hour. This week's news stories include:

- On the Record With Mayor Gysberts - Episode 002
- Holiday Events in City Center
- City Park Illumination Commercial
- 140 South Potomac Street Revitalization Project

9. **Websites**

- **City Website:** Analytics are not available this week.
- **YouTube:**
 - The City of Hagerstown YouTube channel is up to 83 subscribers and has logged over 19,000 video views!
 - New uploads to YouTube this week:
 - ▶ On the Record With Mayor Gysberts - Episode 002
 - ▶ December 3, 2013 Mayor & Council Work Session
 - ▶ 140 South Potomac Street Revitalization

PLANNING & CODE ADMINISTRATION DIVISION

1. **New Development Cases**

- 373 Dynasty Drive – Light Business Park (Lot 8R) – final plat
- 1321 South Potomac Street – E. Russell Hicks Middle School - minor site plan for placement of two portable classroom buildings

2. **Planning Commission:** The Planning Commission reviewed the following projects on November 13:

- Kiwanis Park (Parking Lot) – 371 Dynasty Drive – heard a proposal for a concept plan for storm water management.
- National Golden Tissue – 700 Frederick Street – provided feedback on a future request for landscaping waivers
- Annual Shopping Center Report

The Commission will review the following projects on December 11th:

- 800 View Street – Frances and Alan Clingan, Local Conversion District Overlay – Request for Extension
- 2012 Church Street LLC – 358 West Church Street – Concept Plan for Stormwater Management
- Washington County Senior Center – 21 Willard Street – Site Plan and Forest Conservation Plan
- Bowman Hollyhock LLC and 2003 Salem Avenue LLC – Lots A & B, Final Plat
- Pro Build – 1743 Dual Highway – Request for Extension of Site Plan Approval
- Update on Downtown Planning Project
- Local Conversion District Status Review

3. **Historic District Commission:** The HDC will review the following applications on December 12:

- 129 North Potomac Street – John Wesley United Methodist Church – new storm windows
- 69 Broadway – Richard Tydings – rear porch alterations
- 465 North Potomac Street – Andrew Durham – fence and gate
- 64 West Franklin Street – Rahim Abbassi – wall sign
- 10 Public Square – City of Hagerstown/What's NXT - temporary banner
- Treatment and Definition of Routine Landscaping

4. **Boards and Commissions Holiday Gathering:** Planning staff will host our annual holiday appreciation gathering for our Boards and Commissions on December 11th at 6:00 p.m. Staff members provide home-made (and in some cases store-bought) cookies and treats to share with our board members as all have a chance to socialize in an unofficial setting.

5. **Long-Range Transportation Plan Update:** Staff participated in a webinar on December 4th with the Metropolitan Planning Organization's project consultant to review the proposed list of "constrained" and "unconstrained" capital projects for the update to the regional transportation plan for the MPO region.

6. **MML/MACO Meeting:** Staff will attend the quarterly Maryland Municipal League/Maryland Association of Counties meeting for planners in Annapolis on December 6th. As usual, the meeting will focus on upcoming legislative initiatives for MACO and MML and discussion of updates on state funding and regulation roll-outs of interest to planners (e.g., transportation funding, stormwater regulations and fees related to the Bay restoration efforts, etc.).

7.

PERMITS NOVEMBER 18-27, 2013								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	13	Residential -	8	Commercial -	4	Other -	1	4
Electrical	37	Residential -	27	Commercial -	10	Other -	0	37
Plumbing	21	Residential -	17	Commercial -	4	Other -	0	21
Mechanical	11	Residential -	9	Commercial -	2	Other -	0	11
Engineering Dept.	26							26
TOTAL	108		61		20		1	99
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential	\$ 31,50.00				\$ 6,053,011.00			
Commercial	\$ 0.00				\$ 3,160,583.00			
Apartment	\$ 6,138,720.00				\$ 6,209,620.00			
Sign	\$ 2,800.00				\$ 182,163.00			
TOTAL	\$ 6,173,020.00				\$ 15,605,377.00			
Construct three (3), three-story apartment buildings with attached garages at Collegiate Acres \$6,138,720								
RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013								
<u>NUMBER</u>			<u>FACILITIES</u>			<u>UNITS</u>		
Registrations Received			21			46		
New Applications Issued			13			102		
Total Registered (includes those added since 5/1/13)			3103			8633		
Percentage of total invoiced that are registered			96.0%			97.5%		
Notes: The 2013-2014 rental license renewals for 8678 units in 3220 facilities were printed and mailed on May 1, 2013.								
<u>PAYMENT</u>								
Total Payments Received			\$ 2,300					
Adjustments			\$ 200					
INSPECTIONS								
<u>TYPE</u>	<u>NUMBER CONDUCTED</u>							
Building	87							
Electrical	76							
Plumbing	62							
Mechanical	32							
Safety	80							
Neighborhood Vitality	33							
Quality of Life	12							
Preventive Maintenance	49							
Planning & Zoning	6							

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. **City Park Bear Sculpture** Staff removed several large boulders from the Edgemont Reservoir area (thanks Mikel!) and transported to Fairgrounds Park. The sculptor will visit next week to take measurements and notes so he can start his work.
2. **Pavement Markings** Our contractor is repainting faded pavement markings all over the City this week prior to winter.
3. **Upcoming Programs** Attached are flyers on three upcoming recreational events.
4. **Engineering Division Items**

Traffic issues		
Description	Week of 12/2/13	Year-to-Date
Traffic complaints received	2	154
Work Orders completed	3	139
Traffic counts completed	2	29
Construction Projects		
Description	Week of 12/2/13	Year-to-Date
Projects advertised for bids	1	27
Projects under construction	6	15
Projects completed	0	11

5. **Winter Maintenance** This time of year, due to holidays and vacations, we have a limited number of employees to perform tree, grounds and building maintenance. (In addition to our park facilities, we do preventive maintenance on our park residences – cleaning out gutters, caulking windows, repainting, etc.) We also take this time to repair and repaint park benches and build new picnic tables.

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,258	Field Interviews:	29
Arrests/Warrants Served:	16	Moving Violations:	60
Domestic Violence Calls:	21	Parking Violations:	2
DUI Arrests:	0	Safety Repair Orders:	2
Reports Filed:	122	Warnings:	30

2. REPORTS

- 11/29/13: HPD responded to Noland Drive in reference to an assault that occurred on November 28th. The officer made contact with the victim who stated she was assaulted. The victim had a swollen and bruised face but refused medical treatment. The victim stated that three black males came into her residence and punched her in the face. The males were wearing all black clothing, black hoodies, black beanie hats and each had a bandana covering their face. They began searching through the kitchen looking for money and they took her cell phone. Evidence was gathered from the scene to be processed. No further information is available at this time.
- 11/30/13: Officer Cline responded to McDonald's on Washington Street for a counterfeit bill used to purchase a meal. The shift manager advised that the \$50 bill had no water mark and marking the bill was unsuccessful. The customer argued that the bill was not counterfeit and the bill was given to him by a bank, but then paid for his meal with a true \$20 bill.
- 12/02/13: Officers were dispatched to North Potomac Street for a report of a theft from a white Chevrolet Silverado. The victim stated someone had taken his Dewalt drill, Dewalt hammer drill, and a Milwaukee saw. The tools are valued over \$500. The victim failed to lock his vehicle. There are no suspects at this time.
- 12/03/13: Officer Isaacs responded to Guilford Avenue for a report of a theft. The victim stated that he had cash and his credit card stolen from his wallet. He suspects his house guest of the theft. The house guest and her attorney agreed to reimburse the victim. There is no further information available at this time.

3. OTHER NEWS/INFORMATION

- The Hagerstown Police Department's recruitment team, Sgt. Murray, Sgt. Knode and Dave Long, traveled to Westmoreland County Community College in Youngwood, PA, to test nine graduates from the police academy. HPD is seeking to hire nine additional officers for the new year. Unfortunately, not all nine passed the rigorous testing that HPD requires. The next Physical Qualification Test (PQT) and written test will take place on Friday, December 20, 2013 beginning at 8 a.m. at the Athletic, Recreation, and Community Center (ARCC) at Hagerstown Community College. Only applicants who pass the PQT that day will be allowed to take the written test, which will be given immediately after the PQT. Details about the testing can be found at <http://www.hagerstownmd.org/>

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	164	164
	University District Deck	423	423
	Downtown Parking Lots	370	379
Number of Patrons Using Decks	A & E Deck	1,235	2,037
	University District Deck	926	2,028
Sales of Discount Coupons		0	100
Number of Citations Issued	(Includes Warnings)	118	154
Number of Late Payment Notifications		63	48
Number of Cars Booted		1	3

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	1
Fire	1	1
Human Resources	0	0
Light	1	3
Parks & Engineering	3	0
Police	6	9
Public Works	1	2
Wastewater	0	2
Water	3	2
Weekly Totals	15	20

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 November	Nov. 2013	Oct. 2013
Street Issue	Tree down in street Dewey Ave	1	4
Parking System			1
Traffic Signal			
Traffic Signs	Stop signs (Merrbaugh, McKee)	2	1
Building Maintenance			1
Fleet Maintenance			
Weather Related	Icy street (ice patch, water line break)	2	2
Property Issues			
Total		5	9

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
October	838
November	697

Public Works typically operates two 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:

- Fri. 11/29 - 948 Rosehill Avenue – partial outage; A sleeve was replaced on the triplex service to correct problem. Time Out: 10.2-12.0
- Sun. 12/1 - 70 East Antietam Street – total outage; bird caused transformer fuse to operate, (1) 15T fuse replaced to restore power. Time Out: 8.6-9.5
- Mon. 12/2 - 1112 Salem Avenue- Miss Utility locate; emergency locate for Water Division to make repairs to water main break. Time Out: 16.7-17.2
- 228 South Potomac Street- blinking lights; tree branch found across triplex wires, tree limb was removed to correct problem. Time Out: 19.5-21.5

2. **Distribution** Recent activity included:

- Metering Staff received no high bill complaints this week.
- Line crews continue trimming trees in various residential locations.
- Continued with pole inspections and re-tagging throughout the City.
- Fork Lift Operation Training was conducted for Distribution Staff.
- Staff began the underground distribution installation for Bester Elementary School

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
10	0	0	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 reviewed street light installations in various developments throughout the City in preparation for accepting them into HLD's electric system.
- The Staff Engineer reviewed materials and devices used for high voltage electrical distribution protection.
- The Substation Technician performed oil sampling from HLD's Frederick Street Substation Transformer #2 to continue monitoring the health of the unit since its return from ABB after repair and placement back in service.

4. **Administration:**

- In conjunction with the Public Works Department, staff met with the local GE Lighting representative to review their line of LED cobrahead fixtures that may be budgeted for to be installed within some City lots.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Nov. 27, 2013	7.91	0.06
Thursday, Nov. 28, 2013	6.31	0.00
Friday, Nov. 29, 2013	5.71	0.00
Saturday, Nov. 30, 2013	5.65	0.00
Sunday, Dec. 1, 2013	5.86	0.00
Monday, Dec. 2, 2013	5.84	0.00
Tuesday, Dec. 3, 2013	5.66	0.00
Weekly - Avg. Flow / Total Rainfall	6.13	0.06
Monthly Nov- Avg. Flow /Total Rain	5.59	2.25
Monthly Dec- Avg. Flow /Total Rain	5.79	0.00

Miscellaneous

- Maintenance and supervision were in Sunday due to problems with the O2 PSA system. The system is up and running for the time being but further repairs are needed.
- Atlas Copco was on site to continue repairs to the ENR Filter air compressors.
- Maintenance installed an emergency bypass line between the plant instrumentation air compressors and the ENR Filter air compressors to maintain enough air to keep the 70 filters running at the proper pressure.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	7,8,21	3,241	1,821	86
Flushing	24	17,148		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	50	1	Broken check valve	7
Manholes	21	1	Broken pipe	6.5

Collection System Maintenance Task

- Removed roots from MH# 21151 and Parged with Parsons Manhole liner, roots were very heavy.
- Injected Seal Tite in MH# 22049 to stop two leaks totaling 3 GPM.
- Grouted weepers with water plug in MH #07026 and sealed with Parsons Manhole Liner.
- Installed 22" X 12" Stainless steel expansion band in reach 07026-07028 directly upstream from MH# 07026.
- Inspected manholes for State overlay; started at East Franklin Street from North Cannon Avenue to North Potomac Street, found defective lids and frames; will replace.
- Inspected manholes on Franklin from North Potomac Street to Devonshire Road could not open MH# 15022 and MH # 17130 because lid is oversized.
- Inspected all manholes on Washington from Cannon Avenue to Nottingham Road found two that are old style 24"; will use conversion rings and install new lids. MH # 17143 is covered and 17129 & 17136 have cracked frames.
- MH # 07075, 17147, 17148 and 17159 setting low in frame; need to inspect lid rim and frame for wear; may need to replace frame and cover.
- Excavated 12 inch main at 807 Maryland Avenue, crack and partial collapse pipe.
- Grinder pump investigation at 11111 & 11115 Pinewood Circle; replaced both pump cores, installed new discharge valve assembly and excavated to install discharge check valve.
- 1526 Woodlands; replaced goose neck O-ring.
- 20129 Teakwood, 11003 Parkwood Drive, and 478 Fair Meadows Boulevard replaced pump cores.
- Blockage calls from 1112 Fairview, 854 View Street and 220 West First Street were all building drain or building sewer blockages.
- 613 West View Road was public sewer issue, flushed main.
- Odor in crawl space complaint from 6 Berner Avenue, smelled like dead animal, owner to call plumber to check piping, flushed main could not detect any odor from public sewer.

Administration

Wastewater Division – Customer Call Log Summary 2013							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	7	1	0	0	6	17
YTD	70	63	21	9	8	71	242

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

Engineering

- Staff attended a treatment plant project status meeting with the Wastewater Operations Manager and plant staff.
- Staff met with consultants regarding a proposed commercial property plat and site plan.
- Staff attended a Plan Review Committee meeting at City Hall.

WATER DIVISION

Plant Flows - System Demand (MGD)

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
11/28/13	11.52		11.52
11/29/13	11.77		11.77
11/30/13	11.80		11.80
12/01/13	12.07		12.07
12/02/13	12.21		12.21
12/03/13	12.16		12.16
12/04/13	12.22		12.22
Average			11.96

Water Production at RC Willson

- Operations

- Cleaning
- Routine PMs

- Maintenance

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

- Instrumentation

- R C Willson – Continue working on the new PAC system.
- Park Avenue – Working on the instrumentation shop.

Water Production at Breichner

- The Edgemont Reservoir is currently at -4.8; the bypass is open and the hydrant is closed.

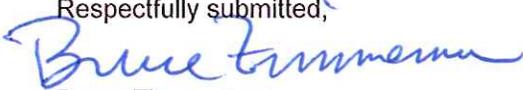
Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and general preventive maintenance. The meter exchange program continues. An 8" tap on the 16" main was made on Coatsbridge Drive and a 6" tap on the 12" main was made at Valley World at the Valley Mall. A ¾" wet tap was made for MCI on Roxbury Road. Repairs this week included a 6" main on Tammany Lane and a ¾" service line at 1112 Salem Avenue.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	2	6
Building Permit	12	9

- Staff met with consultants regarding a proposed commercial property plat and site plan.
- Staff attended a Phase IV Willson Plant Improvements progress meeting at the water treatment plant.
- Staff attended a Plan Review Committee meeting at City Hall.
- Staff met with a consultant on final approval for a commercial property expansion site plan.
- Staff met with City Permits staff to continue streamlining the water permits approval process.

Respectfully submitted,

 Bruce Zimmerman
 City Administrator

Open for Tours

1st Two Weekends in
December

Dec. 6, 7, 8
&

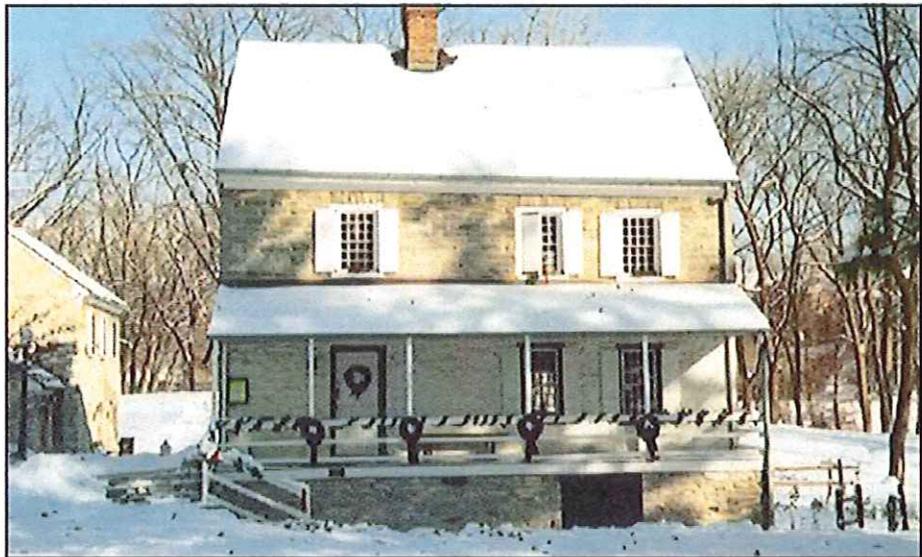
Dec. 13, 14, 15

Fridays & Saturdays

10 am - 4 pm

Sundays

Noon - 4 pm



The Historic Jonathan Hager House and Museum

German Christmas

Learn how early German settlers influenced how we celebrate Christmas! German Christmas customs, superstitions, and rooms decorated in traditional German fashion.

Free for children ages 5 years & younger

\$2 for seniors & children ages 6 - 11

\$3 for adults & children ages 12 & up



Take a walk through the past...

The Hager House
110 Key Street
Located at City Park

301-739-8577, ext. 170



PARKS & RECREATION
CITY OF HAGERSTOWN



www.hagerstownmd.org/germanchristmas



The Greens at Hamilton Run | 2 South Cleveland Ave. | Hagerstown, MD

Christmas Criss-Cross Scramble

4-Person Team

Saturday, December 14

10 am – Breakfast and Registration

11 am – Shotgun Start

Field limited to first 10 teams with paid entry

Note: Golf course will be set-up very difficult, different tees to different greens and tough pin placements.

Come enjoy the challenge and the fun!

\$35 fee includes (refunds will be given in the case of inclement weather):

Golf, cart, prizes, breakfast and beverages

Player 1 Name: _____ Handicap: _____

Phone: _____ Email: _____

Player 2 Name: _____ Handicap: _____

Phone: _____ Email: _____

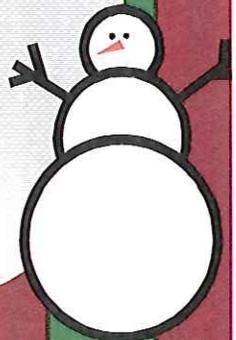
Player 3 Name: _____ Handicap: _____

Phone: _____ Email: _____

Player 4 Name: _____ Handicap: _____

Phone: _____ Email: _____

Questions/to register: 301-733-8630 www.hagerstowngreens.com



Hub City 100 Miler

100 MILES IN 100 DAYS

WALK, BIKE, RUN,
HIKE, SKI, SKATE...
YOUR WAY INTO

2014

HOW IT WORKS:

- Make it your New Year's Resolution – register for the challenge by January 6.
- Track your own miles – the goal is to stay active for 100 days.
- Move your body your way – walk, bike, a fitness class... it all counts!
- HAVE FUN – generate a lifestyle change that gets you active & healthy while having fun!

— WEEKLY PRIZES —

Personal Fitness Sessions, Golf and Swim Passes, Gift Cards and more!

GRAND PRIZE: TREK 7.3 EX FITNESS BICYCLE*

*Retail Value of \$620
Weekly Prizes through April 15, 2014

Fee: \$10 without t-shirt; \$20 with t-shirt

For more info or to register online:

hagerstownmd.org/hubcity100

Email: ariley@hagerstownmd.org

or call 301-739-8577 x 180



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