

City of Hagerstown, Maryland Status & Information Report No. 2 for 2014

January 17, 2014

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

JANUARY 2014						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 HOLIDAY CITY OFFICES CLOSED	2	3	4
5	6	7 4pm Work Session	8	9	10	11
12	13	14 4pm Work Session	15	16	17	18
19	20 HOLIDAY CITY OFFICES CLOSED	21 4pm Work Session	22	23	24	25
26	27	28 7pm Regular Session	29	30	31	

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grand Opening/Anniversaries**
 - The City of Hagerstown thanked owners Cynthia Millsop and John Gordon and their staff on Gordon Grocery Inc.'s ninety years of being in business. A special event to recognize this milestone was held at 101 Cypress Street in Hagerstown on Monday, January 13 at 4:30 PM.
 - A Grand Opening and Ribbon Cutting for Yumminess Bakery & Café in City Center Hagerstown was held this week. The owner is Jennifer Williams. Yumminess features fresh-made bread, pies, cakes, cookies, and other delightful treats, as well as soups and sandwiches for lunch.
 - Join us in congratulating Kate Rader, owner/publisher, and her staff on Hagerstown Magazine's Tenth Anniversary. A special event to recognize this milestone will be held at 10 Public Square #4. It will be on Thursday, January 23 at 4:30 PM.
 - Hagerstown's SCORE Chapter is celebrating their national organization's 50th anniversary and the local chapter's 30th anniversary of offering expert, free counseling for startup and continuing small businesses. Mayor Dave Gysberts, Downtown Manager Andrew Sargent and SCORE Chapter President Bob Jones will join Vickie Hrabal, owner of Oak Hill Interior Design, to announce the anniversaries' kickoff event on Tuesday, January 21st at 3:30 PM. The celebration will be held in the Oak Hill Interior Design showroom at 114 N. Potomac Street. Vickie Hrabal was SCORE Hagerstown's 2012 Small Business Award Winner.

- Please mark your calendar now for a Grand Opening and Ribbon Cutting for the Bank of Charles Town at 1101 Frederick Street in Hagerstown. The event will be held on Tuesday, February 4 at 2:00 PM. We hope you can make it.

2. **Events**

- The full year of events calendar will be ready next week so individuals can plan to have fun and celebrate in the City of Hagerstown all year round.
- All details for the Cabin Fever Blues Bash are being finalized. The event will occur on Thursday, March 6 at the Maryland Theatre, and it will feature Eric Steckel. He is the youngest guitarist ever to be invited onstage to perform with English blues legend John Mayall, and capable of displaying guitar techniques and sounds recalling those of legends Jimi Hendrix, Stevie Ray Vaughn and Joe Bonamassa, this 23-year-old could just be one of the next superstars of the blues.
- Plans are being made for the St. Patty's Day Run for Your Luck Event in City Center on Saturday, March 16. The event is a combined effort of the City of Hagerstown, Washington County Recreation Department and the Community Free Clinic.

3. **City Market**

- Don't forget Saturday, January 18, the Master Gardeners are back in Market Alley with the Children's Learning Activities. Meet the MG's from 9:00 AM to 11:00 AM for a horticulture themed lesson and activity.

4. **This Week's Headlines and Media Releases**

- Hagerstown SCORE Chapter Marks Anniversary Milestones
- Bakery and Café Celebrates Grand Opening in City Center
- North End Grocery Store Celebrating 90 Years in Business
- E-casts:
 - A Special Invitation for the Grand Opening of Yumminess Bakery & Café!

5. **Channel 25**

- Watch the City Newsroom at the top of every hour. This week's news stories include:
 - Hub City 100 Miler Kick-Off
 - 140 South Potomac Street Revitalization Project
 - What's NXT Presents: Krumpke's New Year's Downtown Donut Drop
- In production:
 - Black History Month Tribute
 - Virtual tours of City buildings

6. **Websites**

- **City Website**
 - About 5,600 users visited www.hagerstownmd.org for the week of January 6, 2014 - January 12, 2014.
 - Top entrances (first page users accessed on the website):
 - ▶ Home page 2,478 users
 - ▶ Hub City 100 Miler 401 users
 - ▶ Jobs page 238 users
 - Site Search Keywords:
 - ▶ Christmas tree pick up 12 searches
 - ▶ City Park 4 searches
 - ▶ Farmers Market 3 searches

- **YouTube**
 - Top video views on YouTube:
 - ▶ Hub City 100 Miler: 100 Miles in 100 Days! 1,109 views
 - ▶ What's NXT/Krumpe's Donut Drop 868 views
 - ▶ Hub City 100 Kick-Off 184 views

PLANNING & CODE ADMINISTRATION DIVISION

1. **Zoning Certificates Issued**

- 919 View Street – Wayne Steenburg Electrical Services – home workstation for an electrical contractor.
- 234 South Potomac Street – Hub City Social Enterprises – home office for a newsletter/blog site.

2. **Historic District Commission**

- The HDC reviewed the following matters on January 9:
 - 911 Potomac Avenue – Douglas and Kathy Wright - replace dormer windows.
 - Cemetery Map and Inventory – discussion.
- On January 23 the HDC is schedule to review:
 - 911 Potomac Avenue – Douglas and Kathy Wright – replace dormer windows (continued from January 9).
 - 6 West Washington Street – Dean Martin/Sign Here for Staffmark – projecting sign.
 - 43 South Prospect Street, #5 – Paul Wade/Restorations Unlimited, Inc. for Jeff Driscoll – repairs and new storm windows.
 - 95 West Washington Street – Board of County Commissioners of Washington County, MD – emergency generator with masonry screen.
 - Workshop – 227 South Prospect Street – Denise Ringley – Replacement Windows.

3. **Code Administration Weekly Activity Report:** January 5–10, 2014

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	4	Residential -	1	Commercial -	2	Other -	1	5
Electrical	20	Residential -	13	Commercial -	6	Other -	1	20
Plumbing	21	Residential -	16	Commercial -	4	Other -	1	21
Mechanical	7	Residential -	6	Commercial -	1	Other -	0	7
Engineering Dept.	5							5
TOTAL	57		36		13		3	58
<u>Est. Value of Issued Building Permit Projects:</u>					<u>Fiscal Year Totals:</u>			
Residential					\$ 10,000.00	\$ 7,001,656.00		
Commercial					\$ 264,500.00	\$ 4,217,757.00		
Apartment					\$ 40,000.00	\$ 6,250,940.00		

Sign	\$ 2,800.00	\$ 195,663.00
TOTAL	\$ 317,300.00	\$ 17,123,716.00

Interior renovations to existing shell for Kids First Swim with swimming pool at 1105 Maryland Avenue - \$250,000

Complete renovations to units 9 & 10 at 37 South Prospect Street - \$40,000

RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013

<u>NUMBER</u>	<u>FACILITIES</u>	<u>UNITS</u>
Registrations Received	2	2
New Applications Issued	3	3
Total Registered (includes those added since 5/1/13)	3150	8840
Percentage of total invoiced that are registered	97.9%	98.9%

Notes: The 2013-2014 rental license renewals for 8,678 units in 3,220 facilities were printed and mailed on May 1, 2013.

PAYMENT

Total Payments Received	\$ 100
Adjustments	\$ 0

INSPECTIONS

<u>TYPE</u>	<u>NUMBER CONDUCTED</u>
Building	24
Electrical	35
Plumbing	21
Mechanical	5
Safety	36
Neighborhood Vitality	66
Quality of Life	9
Preventive Maintenance	6
Planning & Zoning	1

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.

INFORMATION TECHNOLOGY & SUPPORT SERVICES

1. **TAX REVENUE COLLECTIONS:** Staff will be sending **1548** real property semi-annual payments and reminder notices this week. To date, **\$18,612,680.63** of real property revenue has been collected. This amounts to **91.85%** of the total receivable of **\$20,117,764.78**. Collections are ahead of this time last year, when 89% of the total receivable had been collected. Staff will also be sending **381** Personal Property tax reminder notices this month. Collections to date for personal property are at **\$1,544,091.85** or **84.05%** of the total receivable of **\$1,739,013.65**. This time last year we were looking at an 89% collection rate. We will be sending the County a listing of Personal Property tax delinquents in February to allow the County to withhold business license renewals pending full payment of this tax. This has a positive effect on collection efforts in this area over the next month.
2. **INTELLITIME – TIME & ATTENDANCE PROJECT:** Considerable progress has been made by staff in identifying current time/attendance processes and comparison analysis between current ops and features of the Intellitime system. A demonstration of work order time allocation was provided to the Light Department this week. Additional demonstrations will be held with HPD and HFD command and union staff this week regarding the Dynamic Scheduling process. This has been of priority interest to rank-and-file staff in both organizations and we are confident the new system will make the process of scheduling time off and shift work much more efficient. A “sandbox” area has been created for staff to begin testing of various scenarios related to current attendance reporting processes, as well as allowing for testing of a biometric time clock to replace our manual time clocks. We hope to be able to demonstrate this equipment to the executive team in the near future.
3. **FIRE STATION PC'S:** PC's have been provided five of the six requested fire locations for use by staff for City related communications, including email and the FireHouse management process. Staff will continue to work with HFD in getting this PC's online over the next couple of weeks.
4. **ACCESS CONTROL AT EHC:** Staff worked with Public Works to install our first networked access control system at the Elizabeth Hager Center. This system will allow remote access from any Internet connection to identify any issues reported to the system instead of immediately requiring a visit to the location.
5. **CABLE FRANCHISE RENEWAL NEGOTIATIONS:** Staff participated with DCED, the City Attorney and our cable franchise consultants in the initiation of negotiations for the renewal of our cable franchise agreement with Antietam Cable.
6. **GIS SERVER/MILSOFT UPGRADE:** Staff, in coordination with Engineering and Light Dept. staff, performed upgrades to both our ESRI GIS Enterprise System and the MillSoft E&O software. Milsoft E&O incorporates a utility's actual, as-built, as-energized electric distribution network model and the associated facilities data as well as the various versions of the model and data that utility employees need to do their jobs.

PARKS & ENGINEERING

1. **Recycling Tonnages** The December 2013 tonnage report shows the highest tonnage of collected recyclables since the program began in 2012 (see attached chart).
2. **Hub City 100-Miler** To date, 600 participants have registered! We will continue to accept registrations through January 20. We are happy to report that staff has secured sponsorship support through Volvo.
3. **The Greens** We made minor repairs to both wooden bridges on the golf grounds; future plans are to replace both with concrete bridges.
4. **Grandstand Building at Fairgrounds Park** We are cleaning out and organizing the remaining supplies stored in the upper grandstand area at Fairgrounds Park. Our goal is to create a “workout studio” space for various recreation activities we want to promote in 2014. We are also upgrading our office space.

5. **Dagmar Hotel - Traffic Control Plan** Staff have discussed traffic control requirements with the contractor making repairs to the Dagmar façade. The work that will begin next week will require the placement of a large boom lift in front of the building on Antietam Street and Summit Avenue. While working on the Antietam Street side, the westbound lane of the street will be closed to traffic and a detour route will be established; the eastbound lane will remain open, and motorists will still be able to access the District Court complex from Antietam Street. While working on Summit Avenue side, the contractor will maintain one thru lane of northbound traffic at all times. Sidewalks in front of the building on both streets will be closed to protect pedestrians from falling debris. The lane closure on West Antietam Street will be between the hours of 9:00 AM and 3:30 PM; a Traffic Advisory will be issued once the contractor's schedule is finalized.
6. **Engineering Division Items**

Traffic issues		
Description	Week of 1/10/14	Calendar Year to date
Traffic complaints received	3	3
Work Orders completed	1	1
Traffic counts completed	0	29
Construction Projects		
Description	Week of 1/10/14	Calendar Year to date
Projects advertised for bids	0	0
Projects under construction	6	6
Projects completed	0	0

POLICE DEPARTMENT

1. STATS

Calls for Service:	1,543	Field Interviews:	69
Arrests/Warrants Served:	16	Moving Violations:	93
Domestic Violence Calls:	30	Parking Violations:	8
DUI Arrests:	2	Safety Repair Orders:	23
Reports Filed:	147	Warnings:	88

2. REPORTS

- 01/11/14: A Hagerstown Police officer observed a red Chevrolet passenger car with WV registration travel through a red traffic signal at Franklin and Locust Street. A traffic stop was conducted on the vehicle and with the assistance of a police K9. The vehicle was searched and an unknown substance was located in the passenger side compartment. Due to the unknown substance, the first block of East Franklin Street was shut down for approximately one hour. At no time was the public in any danger. The unknown substance was secured and will be analyzed at a later time. Two occupants inside the vehicle were transported to the Hagerstown Police Department for further investigation. Charges are pending.
- 01/12/14: Officer Koontz responded to Mulberry Avenue for a reported burglary of a shed. The victim stated there was a possibility that the lock might have been unsecured. It appeared that two bicycles had been taken. The value of items missing was approximately \$350. There are no further details at this time.
- 01/13/14: Sgt. Zimmerer was dispatched to Antietam Street for a reported disturbance. Upon arrival, the suspect was found sitting in the building's common area, visibly intoxicated and yelling in a voice to be heard in a nearby apartment. He was transported to Central Booking without incident.

3. **OTHER NEWS/INFORMATION**

- **Congratulations:** Officers Richard Hartman, Gar Lam, Steven Lucas, Greg Pheabus and Ashley Redman are certified for solo patrol and assigned to the Patrol Division. Officer Hartman will be assigned to the Delta Platoon under the command of Sgt. Justin Wert. Officers Lam and Redman will be assigned to Alpha Platoon under the command of Sgt. Joe Zimmerer. Officers Lucas and Pheabus will be assigned to the Charlie Platoon under the command of Sgt. Chris Barnett. We wish them well as they continue their police career.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	168	166
	University District Deck	277	271
	Downtown Parking Lots	381	380
Number of Patrons Using Decks	A & E Deck	1,709	1,229
	University District Deck	1,309	760
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	143	79
Number of Late Payment Notifications		12	52
Number of Cars Booted		0	0

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	4	0
Fire	2	0
Human Resources	0	0
Light	4	1
Parks & Engineering	2	1
Police	5	5
Public Works	9	3
Wastewater	4	0
Water	3	6
Weekly Totals	33	16

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.

SNOW/ICE STORM COSTS

No.	Date	Labor	Overtime Labor	Totals
1	12/08/13	\$4,125	\$12,431	-\$16,556
2	12/10/13	\$5,711	\$561	-\$6,272
3	12/14/13	\$0	\$16,712	-\$16,712
4	01/02/14	\$3,338	\$10,155	-\$13,493
5	01/05/13	\$1,133	\$6,659	-\$7,792
6	01/10/14	\$903	\$13	-\$917
	Prep Work/Salt Deliveries	\$4,880	\$107	-\$4,987
	Sub-Totals	\$20,089	\$46,638	-\$66,727
	Salt			-\$121,536
	Vehicle/Equip. Repairs			-\$50,779
	Shovels, bagged salt, etc.			-\$3,373
	Total Expenses			-\$242,416
	Budget Amount			\$399,900
	Budget Balance			\$157,484

UTILITIES DEPARTMENT

ELECTRIC DIVISION

1. **Problem Areas.** Recent call-outs included:
 - Thur. 1/9 - 145 East Avenue, Apt. 1- partial outage; Customer's meter socket was bad, meter removed and service disconnected until repairs were completed the following business day. Time Out: 22.9-23.8
 - Various locations- (reconnections for non-payment). Time Out: 16.0-16.9
 - Fri. 1/10 - 145 East Avenue- reconnected service following completion of repairs by electrician. Time Out: 15.2-15.7
 - 142 Broadway- total outage; reconnection of service for property owners. Time Out: 18.1-18.9
 - 23 West Lee Street- Disconnect service to building for water main break repairs. Time Out: 21.1-21.7
 - Sun. 1/12 - 1107 Salem Avenue- Miss Utility locate; emergency locate for Columbia Gas Company to make needed repairs to gas main break. Time Out: 1.2-1.6
 - 945 Rosehill Avenue- lines down; Replaced guy wire on pole which was struck by vehicle in accident. Time Out: 4.3-5.4
 - 51 West Memorial Boulevard - Miss Utility locate; emergency locate for Hagerstown Water Dept. to make repairs to water main break. Time Out: 9.3-9.9

2. **2013 Distribution Infrastructure Inspection Summary**
 - Approximately 1350 poles were inspected. Also varying numbers of transformers, junction cabinets and other distribution equipment.
 - 35 HLD poles were replaced.
 - HLD assisted Verizon Company with the replacement of 12 poles.
 - 675 street lights were replaced during 2013.
 - HLD installed 107 new service or upgrades of service.
 - Through 12/25 distribution handled 249 after-hours service calls.
 - Through 12/25 Meter Servicemen handled 130 after-hours reconnections.
 - Electric Division meter readers read approximately 17,837 meters every month. That equals approximately 214,044 meters per year.
 - In Coordination with the HLD Engineering Department, Distribution made reliability upgrades throughout our service territory, re-conductoring and replacing various pieces of equipment that had reached the end of its service life.
 - Responded to 3,137 Miss Utility locate requests.
 - Approximately 553 trees were trimmed.
 -

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
11	0	4	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 and IT staff coordinated the upgrade of HLD's Electric Model in the GIS environment. The upgrade will allow HLD to model more of its facilities, enable load analysis, and serve as a data repository for facility management to ensure we account for, maintain, and operate our electric infrastructure in a modern efficient manner. HLD staff will be busy learning the new options of the system and expanding the models to assist with daily operational activity.

4. **Administration**

- Staff completed and filed with the Maryland Public Service Commission the worksheet for the 2014 Annual Cost Adjustment that is calculated into the Monthly Purchase Power Adjustment on Customer bills rendered between February 2014 and January 2015. The hearing for this adjustment, PSC Case 9505(h), will be on March 11th @10AM.

WASTEWATER DIVISION

Wastewater Treatment Plant at Frederick Street

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Jan. 8, 2014	9.00	0.00
Thursday, Jan. 9, 2014	7.84	0.00
Friday, Jan. 10, 2014	7.75	0.15
Saturday, Jan. 11, 2014	8.34	0.21
Sunday, Jan. 12, 2014	8.44	0.00
Monday, Jan. 13, 2014	8.41	0.00
Tuesday, Jan. 14, 2014	8.48	0.07
Weekly - Avg. Flow / Total Rainfall	8.32	0.43
Monthly - Avg. Flow / Total Rainfall	8.12	1.00

Miscellaneous

- Maintenance repaired the frozen water line on the O2 cooling tower.
- Maintenance repaired the frozen water line in the methanol room.
- Maintenance has removed the gearbox and broken section of drive shaft that failed on #2 Pista Grit Screw. Unit is out of service until further notice.
- Maintenance is continuing work on the effluent sample pumping unit after being frozen.
- Maintenance completed the installation of the new Ferric Chloride feed point at Synagro. This was done to introduce the chemical to the thickened sludge upstream of the belt filter press. This chemical addition is an attempt to see if we can reduce the Phosphorus levels in their filtrate water being returned to the head of the WWTP plant. Synagro personnel will be changing the flow rates until they get the correct dose.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	21	218	7	3
Flushing	28	4,066		
Joint Testing				
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Lateral Only	2, 50	2	Broken pipe	7

Collection System Maintenance Task

- Grinder pump calls from 1531 and 1539 Kensington, were tested and run thru cycles; tested Ok (could be related to the weather).
- Started emergency generators manually at stations 3, 6, 19 and 26.
- Replaced generator alternator at station 4.
- Delivered unit 515 to CMG for B maintenance.
- Repaired LPFM at 11003 Eastwood Dr.
- Downloaded Newgate and Meritus flow data.
- Painting interior of pump shop & bathroom.
- Cleared right-of-way to manhole 07018 off of East Washington St. to repair six inch line broken outside of manhole.
- Replaced batteries in unit 592 and cleaned all dump trucks, backhoes and loader.
- Backfilled ditch on Oak Hill Ave and checked outstanding street patches.
- Blockage calls at 124 N. Edgewood (flat line flushed main) and 11429 Englewood Rd. (County).
- Flushed lateral at 905 Beechwood from manhole 01133.

Administration

Wastewater Division – Customer Call Log Summary 2014							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	3	4	1	0	0	1	9
YTD	5	11	2	0	0	2	20

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

Engineering

- Staff met with the Water and Wastewater Operations Managers, Wastewater staff and a chemical vendor representative regarding supply and usage issues.
- Staff met with a contractor and homeowner regarding the potential impact of a proposed swimming pool on an existing sanitary sewer and easement.

Wastewater Laboratory

- Annual method detection limits are being performed on the permit required analytical parameters.
- Plant effluent quarterly metals were collected and are being tested.
- A sample was collected from the Berwick Offray discharge line into our collection system. The sample is being tested for their permitted discharge parameters.
- 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>
10/9/14	13.64		13.64
1/10/14	13.65	.67	14.32
1/11/14	13.14	.05	13.19
1/12/14	13.20		13.20
1/13/14	13.21		13.21
1/14/14	12.84		12.84
1/15/14	13.05		13.05
Average			13.35

Water Production at RC Willson

- Operations

- Cleaning
- Routine PMs
- Producing extremely high volumes of water due to main breaks

- Maintenance

- R C Willson – Routine PMs
- R C Willson – Continue working on the new PAC system
- R C Willson – Working on traveling screen valve actuators

- Instrumentation

- R C Willson – Continue working on the new PAC system
- R C Willson – Cold weather prep
- R C Willson – Working on traveling screen valve actuators

Water Production at Breichner

- The Edgemont Reservoir is currently at -3.0'; the bypass is open and the hydrant is closed. The Plant was operated on 1/10 due to several main breaks.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed and are working on meter exchanges throughout the system. We also repaired leaks on Mitchell Avenue, Salem Avenue and Nottingham Road and are working on Buford Drive switching service over to the new water main.

Laboratory

- Monthly THMs were collected.
- Second quarter results for the USEPA UCMR 3 regulation were received from the contract lab. The results were posted and approved on the EPA's Central Data Exchange website. The results now are on hold for MDE's approval. The remainder of the 1st quarter results were posted and approved as well.
- Process and regulatory testing was routine for the week.

Engineering

Reviews:

	<u>City</u>	<u>County</u>
Site Plan	1	2
Building Permit	9	1

- Staff and City Permits staff completed the front end improvements to the water permits approval process.

Respectfully submitted,



Bruce Zimmerman
City Administrator

City of Hagerstown Recycling Tonnages

