

City of Hagerstown, Maryland Status & Information Report No. 15 for 2014

April 17, 2014

To Mayor Gysberts and Members of the City Council:

UPCOMING MEETINGS

APRIL 2014						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 4pm Work Session	2	3	4	5
6	7	8 4pm Work Session	9	10	11	12
13	14	15 No M&C Meeting Hub City 100 Miler Finale	16	17	18 Good Friday Holiday City Offices Closed	19
20	21 4:30pm Budget Work Session	22 3pm Executive Session with Board of Education 5pm Work Session	23	24	25	26
27	28	29 4pm Budget Work Session 7pm Regular Session	30			

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

BUSINESS & COMMUNITY RELATIONS DIVISION

Grand Opening/Anniversaries/Press Conference:

The City of Hagerstown welcomed Congressman John K. Delaney (MD-6) to his new district office at 38 South Potomac Street, Suite 205. Councilmember Don Munson cut the ribbon.

A Ribbon Cutting will be held on Monday, May 5 at 4:30 p.m. for Burkett's Deli expanded patio. This is located at 23 North Locust Street.

Events:

Staff are working on Earth Week Celebration slated for Monday, April 21, 2014 at University Plaza at 10:30AM. Program participants are Pieter Bickford, Councilmember Penny Nigh, Councilmember Lewis Metzner, Rodney Tissue, and Waste Management's Erika Deyarmin. Students Remarks by Kamryn Grosh and Aiyana Joyce and music by Savannah Brown all from Barbara Ingram School for the Arts. Special guests are thirty-four students from Pangborn Elementary School who will participate in recycling activities. Immediately following the program, a ribbon cutting will be held at the Barbara Ingram School for the Arts for the Earth Day Visual Art Exhibition Ribbon Cutting. Barbara Ingram visual arts students will be exhibiting 2 and 3 dimensional environmentally themed art. In effort to celebrate our planet, the works relate to environmental concerns, education, and conservation. The exhibition will be in the gallery of the Barbara Ingram School for the Arts from April 21 until April 29th.

The Taste of the Arts Event will be held on April 24, 2014 from 5 to 8PM. The event will benefit the Maryland Theatre, the Washington County Arts Council and the Barbara Ingram School for the Arts. Individuals will be able to delight all of their senses with the sights and sounds of local artists while sampling culinary treats at 13 venues. Tickets are now on sale at the Maryland Theatre, and they are only \$20.

The Arbor Day Ceremony is being held on Friday, April 25 at Fairgrounds Parks. Bester School Students are our special guests who will be planting trees, and remarks will be made by North Hagerstown High School students. Councilmember Martin Brubaker will be officiating.

Staff are working on all aspects for the Western Maryland Blues Fest. The event will be May 29, 30 and 31 and June 1, 2014. The winners of the Children's T-shirt Artwork contest were picked this week. We had 61 submissions.

Fundraising

Sponsorship packets have been created and distributed for Western Maryland Blues Fest. The Blues Fest Fundraising Committee has raised over \$93,000 to date. The goal is \$96,000. Please note they have raised over 111,000 of in-kind services.

Staff finalized the fundraising package for the Fishing Lesson Public Art Sculpture in City Park . The promotions of this fundraising event will now begin.

City Market

City Market Easter on Saturday April 19: Easter Egg Scavenger Hunt throughout morning; search for all the Market eggs! Prizes distributed throughout by different vendor, overall winning prizes if all eggs found can be collected in Market Alley. Easter Bunny to visit around Market beginning 9 a.m.. All activities are while supplies last.

Saturday, April 19 Master Gardeners will have their children's learning area open with "Planting with Fun Containers" from 9 a.m. to 11 a.m.

This Week's Headlines and Media Releases:

- Students Observe Earth Day Through Art and Exploration
- Loose Leash Walking Clinics to be Held at Dog Park
- Congressman to Open New Hagerstown Office Wednesday

Channel 25:

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

- Taste of the Arts preview
- State of the City Video Presentation
- Neighborhoods 1st 2013 Accomplishments
- Jonathan Hager House History
- Engage Hagerstown Commercial
- Special Broadcasts:
 - o State of the City Full Presentation - Mon, Wed, Fri at 7:00 p.m.
 - o Reno Post and Lyon Post Dedication Ceremony - Fri, Sat, Sun at Noon
 - o Divided Valor - Daily at 5:00 p.m.

In production:

- Neighborhoods 1st group videos
- Blues Fest preview
- Building Safety Month tips

Websites:

City Website:

About 5,900 users visited www.hagerstownmd.org for the week of April 7, 2014 - April 13, 2014.

Top entrances (first page users accessed on the website):

- Home page 2,490 users
- Utility Billing page 228 users
- Jobs page 206 users

Top Searches:

- "hotels"
- "city park"
- "recycling"
- "urban partners"

engageHagerstown:

Total Participants: 143
 Visitors: 1,094
 Page Views: 11,081

Current topics:

- What should we do to make Hagerstown green? 88 interactions
- What would make Hagerstown more bicycle-friendly? 57 interactions
- What's your favorite dish at a downtown restaurant? 36 interactions

PLANNING & CODE ADMINISTRATION DIVISION

New Businesses

- 20 West Washington Street – Hidden Treasures – flea market/thrift shop.
- 261 Frederick Street, Unit 42 – Washington Carpet Services – office and storage of equipment for a floor repair and cleaning business.

Historic District Commission: The HDC met on April 10 to consider:

- 43-53 West Washington Street – City of Hagerstown – approved a request for replacement windows with exterior grilles on the rear of the building.
- 130-132 North Potomac Street – Bob Jones – conducted a workshop for replacement windows on the front façade.

Applications received for the April 24 meeting:

- 114 North Potomac Street – Wish Kitchens and Baths, LLC – wall sign and grant.
- 72 East Antietam Street – Divine Blessings – CC-MU sign grant.
- 115-117 South Potomac Street – Dr. Prasad Readdy – replacement windows.
- 33 West Franklin Street – Freedom Equity, LLC – signage.

Board of Zoning Appeals: The April 16 BZA hearing was canceled due to lack of a quorum. Staff is attempting to reschedule the hearing for the week of April 21.

Complete Streets Workshop: On April 10th, Planning Staff and Engineering Staff attended a half-day workshop in Mount Rainier, MD on strategies for implementing complete streets in municipalities. Staff also participated in a guided walking tour highlighting community revitalization in Mount Rainier.

HEPMPO Meeting: The Hagerstown Eastern Panhandle Metropolitan Planning Organization (HEPMPO) met on April 16th. The usual Transportation Improvement Program updates will be reviewed for State-funded projects in the three counties. The MPO will also receive updates on the Long Range Transportation Plan update project and other local projects of the MPO.

Urban Partners Outreach: Staff presented Urban Partners' catalytic projects recommendations to the Planning Commission on April 9th and the Downtown Alliance on April 17th. The recommendations have also been forwarded via email to the Maryland Department of Business & Economic Development, the County EDC staff, the focus groups and affected stakeholders.

Maryland Department of Planning Visit: MDP staff will be visiting with Department of Community & Economic Development staff on April 24th to discuss our experiences encouraging infill development, redevelopment and revitalization of our community. Hagerstown will be a case study in a larger study being undertaken by MDP for the Growth Commission.

PERMITS								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	4	Residential -	1	Commercial -	2	Other -	1	6
Electrical	16	Residential -	10	Commercial -	6	Other -	0	16
Plumbing	6	Residential -	5	Commercial -	0	Other -	1	6
Mechanical	3	Residential -	2	Commercial -	1	Other -	0	3
Engineering Dept.	6							7
TOTAL	35		18		9		2	38
Est. Value of Issued Building Permit Projects:					Fiscal Year Totals:			
Residential	\$ 165,000.00				\$ 7,615,842.00			
Commercial	\$ 225,900.00				\$ 9,188,445.00			
Apartment	\$ 0.00				\$ 6,426,540.00			
Sign	\$ 2,000.00				\$ 258,113.00			
TOTAL	\$ 392,900.00				\$ 23,488,940.00			
Projects of interest:								
Combine retail spaces for new Advanced Auto Parts Store at 12818 Shank Farm Way - \$141,268								
Interior renovations to existing Edward Jones at 12814 Shank Farm Way - \$58,632								
Total renovation to existing double house at 325-327 S. Burhans Blvd. - \$148,000								
RENTAL LICENSES FOR PROGRAM YEAR EFFECTIVE JULY 1, 2013								
<u>NUMBER</u>			<u>FACILITIES</u>			<u>UNITS</u>		
Registrations Received			6			8		
New Applications Issued			1			1		
Total Registered (includes changes since 5/1/13)			3205			8936		
Percentage of total invoiced that are registered			99.9 % +			99.9% +		
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		\$ 400						
Adjustments		\$ 0						
INSPECTIONS								
<u>TYPE</u>				<u>NUMBER CONDUCTED</u>				
Building				39				
Electrical				48				

Plumbing	26
Mechanical	16
Safety	37
Neighborhood Vitality	44
Quality of Life	12
Preventive Maintenance	16
Planning & Zoning	8

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

State Highway (SHA) Projects: Staff met with the District Engineer and his staff to review various transportation issues. Here is a summary of upcoming SHA work in our area:

- **Frederick Street sidewalks** from Willow Circle to Kenly Ave will start next week
- Milling and **Paving of Route 40** from Cannon Ave to Nottingham will commence in July. The milling and paving is planned to be done at night. **Brick crosswalks** will be replaced this summer under another contract
- Retiming of **Route 40 signals** in the downtown should be implemented in the next few days.
- The **roundabout at MD144 & Western Maryland Parkway** will be constructed next summer
- **MD 58** from the City limits west will be paved this summer
- **MD 65** from the City limits south to I70 will be paved this summer

- 170 will be slurry sealed this summer.

2. **Recreation Items:**

- The Hub City 100 Miler event concluded with a celebration on Wednesday, April 16th at Fairgrounds Park. A total of 570 people had registered for the program, ranging in ages from 4 to 76. With an average of 100 miles per participant, the group completed 57,000 miles.
- See attached "2014 Events at City Park" for upcoming programs at the Hager House, Bandshell, and 202 Train Exhibit.
- German Easter tours are happening at the Hager House during the week of Washington County School's Spring Break from April 15th through April 19th.

3. **Outdoor Fitness Equipment:** Funded by Program Open Space, we issued a purchase order this week for the acquisition of 10 pieces of outdoor fitness equipment. We expect to install the pieces in June and will group them at three locations along the perimeter trail at Fairgrounds Park. One of the locations is near children's play equipment with the idea that guardians can exercise while their children play.

4. **Construction Projects:**

- 43-53 West Washington Street: Asbestos abatement has been completed for Phase 1 and Phase 2 has started. General contractor started to remove metal siding and found material that turned out to also be asbestos. This material will have to be removed by the abatement contractor, at an additional cost.
- Frederick Street Culvert project is near completion. We expect the pavement markings to be placed by Alpha within the next week.
- Guardrails end treatments at five bridges is on schedule to be completed within a week.
- Dog Park parking lot is complete except for fence landscaping and signs. We expect to open this parking lot early next week.

5. **Congratulations on Certification:** Required by Maryland's newly enacted lawn fertilizer law, our Greenskeeper, Brian Thomas is now certified by the Maryland Department of Agriculture to apply fertilizer to turfgrass

6. **Engineering Division Items**

Traffic issues		
Description	Week of 4/11/14	Calendar Year-to-date
Traffic complaints received	3	54
Work Orders completed	2	46
Traffic counts completed	1	2
Construction Projects		
Description	Week of 4/11/14	Calendar Year-to-date
Projects advertised for bids	0	10
Projects under construction	9	10
Projects completed	1	1

POLICE DEPARTMENT

STATS:

Calls for Service:	1,839	Field Interviews:	75
Arrests/Warrants Served:	20	Moving Violations:	51
Domestic Violence Calls:	16	Parking Violations:	9
DUI Arrests:	2	Safety Repair Orders:	17
Reports Filed:	165	Warnings:	73

REPORTS:

- **04/10/14:** Officer Eichelberger was dispatched to Potomac Ave for an assault report. The victim stated she was assaulted by a female, only known as "Dawn". The suspect kicked the victim in the stomach and made threats of bodily harm. The officer advised the victim to obtain a Peace Order against the assailant.
- **04/11/14:** Sgt. Barnett made contact with the victim at the Hagerstown Police Department. The victim reported she had two Samsung Galaxy tablets stolen from her residence on George Street. She stated she had several juveniles visiting her residence and after they left she noticed the tablets were missing. No further information at this time.
- **04/14/14:** Officer Hostetter was dispatched to Wilson Blvd for a report of individuals living in a vacant house. The officer did a check on the house and the doors were secured and a realtor's lock box was on the back door. It was discovered a window was unlocked and could be opened from the outside. After obtaining permission to enter the house, the officer noticed the copper piping had been cut from the hot water heater and several other places. No suspects at this time.

OTHER NEWS/INFORMATION:

Congratulations:

- The Washington County States' Attorneys Victim-Witness Unit recently recognized Det. Tammy Jurado, Det. Jesse Duffey and Det. Chris Kayser for their exceptional abilities in reassuring, assisting and empathizing with a violent crime victim. In 2013, these detectives came to the aid of the victim of a brutal rape and vicious, near fatal, assault. While showing the victim respect and dignity, they worked diligently to solve the crime, assuring her they would find and arrest her assailant. Following the conviction of her assailant, the victim returned to her home country and has since sent the detectives an email thanking them for allowing her to continue on with her life.

Press Releases:

- **04/13/14:** Officers of the Hagerstown Police Department responded to Meritus Medical Center for a report of a stabbing victim. Upon arrival officers contacted the victim who advised that there was an altercation in the 200 block of W. Franklin Street. Through investigation it was learned that the victim was assaulted and later transported to the hospital by a friend. Anyone with information is asked to call the Police Department.
- **04/16/14:** Officers were dispatched to the 1700 block Dual Hy in reference to a personal injury accident involving a pedestrian. The investigation revealed that a 27 year old female was walking in the roadway and was struck by a 2004 Nissan truck traveling in the East bound lane. The female was transported to Meritus Medical Center and then flown to Shock Trauma at the University of Maryland. The patient is currently listed in critical condition. No charges have been file at this time. Investigation is continuing.

PUBLIC WORKS

PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	211	193
	University District Deck	406	404
	Downtown Parking Lots	376	376
Number of Patrons Using Decks	A & E Deck	2,042	1,996
	University District Deck	2,150	2,000
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	253	261
Number of Late Payment Notifications		16	50
Number of Cars Booted		3	0

CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	0
Fire	2	2
Human Resources	0	0
Light	0	3
Parks & Engineering	2	1
Police	8	6
Public Works	4	13
Wastewater	2	4
Water	3	4
Weekly Totals	21	33

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

- Problem Areas.** Recent call-outs included:

 - Sat. 4/12 - 128 East Franklin Street, #4- total outage; the electric meter was stolen from property. New meter installed to restore power. Time Out: 17.0-17.3
 - Tues. 4/15 - 17 Garlinger Avenue- partial outage; 3-wire service partially burnt down causing outage; installed new triplex and connections. Time Out: 15.5-16.5

Distribution: Recent activity included:

- Metering Staff received no high bill complaints this week.
- Line crews continue annual feeder inspections for Bulldog Substation.
- Line crews continue trimming trees in various residential locations.
- Line crews performed various service upgrades and meter installations.
- Continued with pole inspections and re-tagging throughout the City.

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

- Engineering** Staff worked on the following projects:

 - Staff reviewed and processed multiple building permits regarding fences and new construction involving HLD electrical distribution equipment.
 - Engineering staff updated firmware in HLD Substation relay devices, which are used to isolate faults on the electrical infrastructure and coordinate with other over-current protection devices.
 - Engineering staff performed maintenance to HLD's SCADA system to correct errors generated by various processes. These errors did not cause problems but are an annoyance to the users.
- Administration:**

 - Staff addressed a formal complaint from the Public Service Commission in addition to a Data Request from Staff Counsel regarding the Utility Service Protection Program (USPP).

WASTEWATER DIVISION

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Apr. 09, 2014	7.49	0.00
Thursday, Apr. 10, 2014	7.49	0.00
Friday, Apr. 11, 2014	7.10	0.08
Saturday, Apr. 12, 2014	6.79	0.00
Sunday, Apr. 13, 2014	7.24	0.00
Monday, Apr. 14, 2014	7.18	0.00
Tuesday, Apr. 15, 2014	8.15	0.79
Weekly - Avg. Flow / Total Rainfall	7.34	0.17
April - Avg. Flow / Total Rainfall	7.74	1.25

Miscellaneous

- Pulled #1 Nitrified Recycle Pump and took to AR&E for repair.
- Removed defective primary scum pump and had tank cleaned prior to installing the replacement pump on 4/14/14.
- Disassembled Pista Grit unit and troubleshot air lift assembly and drive tube. Getting pricing for repair.
- Prep final clarifiers #4 and #6 for weir cover installation starting on Tuesday, April 15th.
- Routine maintenance (MP 2 Program) and Corrective Work Orders.

Wastewater Collection

SSES Weekly Progress

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	7, 17	1,359	815	47
Flushing	30, 34, 36	15,518		
Point Repairs	Districts	# of Repairs	Reason	L.F. of Repairs
Lateral Only	50	1	Broken check valve	4

Collection System Maintenance Task

- Cleaned mains in district 34.
- Blockage call at 130 north (blockage on them but we opened it).
- Replaced grinder pumps at 20006 & 20012 Mt Aetna Road, and 11115 Mahogany Dr.
- Downloaded Flow Meters at Newgate and hospital.
- Exercised emergency generators at pump stations and portable units.
- Working on control issues at station 11 and 28.
- Installed Bio-Bags throughout infrastructure to control FOG.

Wastewater Division – Customer Call Log Summary 2014

Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	2	1	0	0	0	4
YTD	23	35	6	1	0	18	83

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

Engineering

- Staff attended a development review meeting at the County Planning Office.
- Staff met with City Permits staff to continue improvements on the sewer permits approval process.
- Staff attended a plan review meeting at City Planning.
- Staff met with a consultant regarding an existing residential project to discuss a subdivision ordinance modification approval.

Wastewater Laboratory

- The lab continues working on DMRQA study 34 proficiency testing samples. The study ends 7/11/14 but we will be done long before then.
- Quotes were received from three contract labs for the NPDES permit required Whole Effluent Toxicity Testing. The quotes are being reviewed.
- The lab collected effluent samples to test for quarterly metals and monthly cyanide.
- A composite sampler was placed on the discharge line of Review and Herald. Samples were collected to monitor their discharge into our system.
- Process and regulatory testing was routine for the week.

WATER DIVISION

Plant Flows - System Demand (MGD)

Date	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
4/10/14	11.91		11.91
4/11/14	11.74		11.74
4/12/14	11.83		11.83
4/13/14	11.51		11.51
4/14/14	11.85		11.85
4/15/14	11.24		11.24
4/16/14	11.79		11.79
Average			11.69

Water Production at RC Willson

- Operations
 - Routine cleaning
 - Routine PMs
 - Completed an 8-hour plant shutdown for MCC work (Phase IV).
- Maintenance
 - R C Willson – Routine PMs
 - R C Willson – Continue working on flocculators and in the north sedimentation basin.
- Instrumentation
 - R C Willson – Assisting maintenance with repairs to the north sedimentation basin flocculators.
 - R C Willson – Installing new level transducers in all of the sedimentation basins.

- R C Willson – Installing new trac-vac sensors in the sedimentation basins.

Water Production at Breichner

- The Edgemont Reservoir is currently at -4.7"; the bypass is open and the hydrant is open.

Water Distribution

- Distribution crews are working throughout the system performing customer service as needed. We are working on meter exchanges throughout the system and roadway boxes on Washington St. We also worked on Buford Dr. and are starting our hydrant flushing & facility maintenance programs.

Laboratory

- Data from our testing and testing performed by the Maryland Dept. of the Environment has been accumulated and the pertinent results compiled to this year's Consumer Confidence Report.
- Process and regulatory testing was routine for the week.

Engineering

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plan	1	
Final Plat		1
Building Permit	31	

- Staff attended a development review meeting at the County Planning Office.
- Staff met with the Water Operations Manager and Distribution Superintendent regarding water main construction and relocation on the Robinwood Corridor II project.
- Staff attended a Plan Review Committee meeting at City Planning.
- Staff met with a consultant regarding an existing residential subdivision ordinance modification approval.

Respectfully submitted,

Bruce Zimmerman
City Administrator