

# City of Hagerstown, Maryland Status & Information Report No. 32 for 2014

August 15, 2014

To Mayor Gysberts and Members of the City Council:

## UPCOMING MEETINGS

<b>AUGUST 2014</b>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 <i>No M&amp;C Meeting</i>	6	7	8	9
10	11	12 3pm Executive Session 4:15pm Work Session	13	14 8am-2pm Market Faire in the Square	15	16
17	18	19 4pm Work Session	20	21	22 6-9pm Wind Down Hagerstown – Game On	23 11am-10pm Augustoberfest
24 11am-5pm Augustoberfest	25	26 7pm Regular Session	27	28	29	30
31						

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Neighborhoods 1<sup>st</sup> Updates**
  - The first meeting was held for a new group interested in forming in the South End, with approximately 15 people in attendance. A second meeting is scheduled for September.
  - Greenwich Park is having a neighborhood picnic Saturday, August 30<sup>th</sup> at 1:00 p.m. in the Greenwich Park Pavilion.
  - Historic Heights Porchfest is scheduled for Saturday, September 13<sup>th</sup> from 2-6 p.m. The event highlights the Historic South Prospect Street area by closing the street for the afternoon and inviting musicians to use porches along the street as stages.
  - The Historic City Park Group continues to host Arts in the Park events throughout the summer. The next event will feature the Grace Academy Children's Theater on September 14<sup>th</sup>.
  - The Neighborhoods 1<sup>st</sup> Fall Picnic is scheduled for September 18<sup>th</sup> at 6:00 p.m. and will be held in Pangborn Park.
  
2. **DCED Program Updates**
  - Neighborhood Façade and Exterior Enhancement Program: Three Neighborhood Façade and Exterior Enhancement Loans were closed. The loans will provide funding for exterior improvements at:

- 157 South Prospect Street
- 7-15 West Franklin Street
- 47-51 North Potomac Street
- Business Revolving Loan Program: One business revolving loan was closed for Home Team Fitness/Fitness Revolution located at 934 Sweeney Drive. The \$35,000 loan will assist this new fitness and training business by providing funding for working capital, fitness equipment, and marketing.

3. **Events**

- Music by the Lake wrapped up its series of four consecutive Saturday evenings with family, friends and free music at the City Park Bandshell. The City of Hagerstown, the Washington County Arts Council, and the Hagerstown-Washington County Convention and Visitors Bureau are proud sponsors of the concert series. Estimated attendance figures are:

<u>2014 Music by the Lake</u>	<u>Performers</u>	<u>Attendance Count</u>
Saturday, July 12, 2014	Dark Hollow Bluegrass Band	277
Saturday, July 19, 2014	Annapolis Bluegrass Coalition	250
Saturday, July 26, 2014	Ernie Bradley & The Grassy Ridge Band	325
Saturday, August 2, 2014	Stoney Creek--Libby Files	225
<i>Total</i>		<b>1077</b>

- Krumpe's Donut Alley Rally 5k Run/Walk was held at 7:30 PM on Friday, August 8, 2014. All proceeds benefit The Wounded Warrior Project. Councilmember Metzner kicked off the race to send off 735 participants at the start line. The crowd of participants and spectators hung around after the event for a great street and alley party in the South End. A group from Martinsburg cross country attended the race. Mr. Krumpe says he appreciates the cooperation from all the City departments.
- Market Faire On-The-Square was held on August 14 from 8:00 a.m. to 2:00 p.m. Vendors offered fresh local produce, fruits, flowers and much more.
- The next Wind Down will be held on August 22, 2014. The Maryland Theatre and their committee has selected a sports theme for the event and it is entitled "Game On." It's a night of fun and games as we celebrate many of America's favorite pastimes. The band "Lucky Punk" will be playing on South Potomac Street in the Arts & Entertainment District. There's a play area for the kids and plenty of activities for grown-ups, too!
- Augustoberfest will be held on August 23 and 24, 2014. On Saturday the event will be slated for 11:00 a.m. to 10:00 p.m. and on Sunday from 11:00 a.m. to 5:00 p.m. This Hagerstown tradition, now in its 19th year, features Bavarian entertainment and food. Unique this year - one couple is coming from out of town celebrating their 50th Anniversary at the event and another out of town couple will be celebrating their 1st anniversary. We also have a group attending that is having their family reunion at the event.
- Staff is working with groups on four September events including:
  - Zumba Party - September 12
  - Porchfest - September 13
  - City Park Fall Fest - September 20
  - Thunder in the Square - September 25

4. **A&E District:**

- Sounds of the Square is continuing on Fridays in Public Square from 5:00 p.m. to 7:00 p.m. Michael Jonnes of the Maryland Symphony Orchestra is chairing the subcommittee. Entertainers coming up are:

- Dogfoot - August 15
  - Dustin Shillingberg - August 29
  - Candice Craig - September 5
  - Barbara Ingram School for the Arts - September 12
  - School of Rock, Acoustic Performers - September 19
  - Rock Band, School of Rock - October 3
  - Alt. 40 - October 10.
- An Arts Preview is being planned for October 2 at University Plaza in order to educate the public on all the arts organizations in Hagerstown and their many events. More information will be coming soon.
5. **Fundraising:** Staff is working on the fundraising for Augustoberfest Charitable Foundation and City Park Fall Fest and Sculpture.
6. **City Market:** City Market hosted the Taste of the Market and over 240 forms were distributed to attendees. Also, the Big Tomato Contest finale was held at the market last weekend.
7. **This Week's Headlines and Media Releases:**
- SCORE to Survey City Center Businesses
  - Catch a Dive-In Movie as Summer Pool Season Wraps Up
  - Traffic Advisory: Pavement Preservation Program
8. **Channel 25:**
- Watch the City Newsroom at the top of every hour. This week's news stories include:
    - New Outdoor Fitness Equipment Workout
    - 100<sup>th</sup> Anniversary Celebration for the Hagerstown Municipal Band
    - Augustoberfest Promotion
    - Maryland Theatre Seating Promotion
    - Pop-Up Shop Event Promotion
    - Augustoberfest commercial
    - Celebration Fanfare and Song: Hagerstown Municipal Band's 100<sup>th</sup> Anniversary Performance
  - Special Broadcasts:
    - Divided Valor – Saturday and Sunday at 2:00 p.m.
  - In production:
    - The Community's City Center Plan
9. **Websites:**
- City Website
    - About 7,100 users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of August 4, 2014 - August 10, 2014.

- Top entrances (first page users accessed on the website):
  - ▶ Home page 2,333 users
  - ▶ Jobs page 335 users
  - ▶ Utility Billing 268 users
- Top Searches:
  - ▶ "jobs"
  - ▶ "tax"
  - ▶ "housing"
  - ▶ "most wanted"
  - ▶ "zoning map"

- engageHagerstown:

- Total Participants: 245
- Unique Visitors: 3,512
- Page Views: 25,942
- Current topics:
  - ▶ What do you consider a "must-have" experience in Hagerstown?
  - ▶ How can we work together to motivate the community to keep our streets clean and trash-free?
  - ▶ How can our community work together to support our agricultural industry?
  - ▶ Capture a photo of your favorite piece or element of architecture in our City. Tell us why you chose it in the comments.
  - ▶ What are your dreams for downtown Hagerstown?

- YouTube:

- 150 subscribers
- Most watched videos:
  - ▶ Pop-Up Shops Coming to Downtown Hagerstown 705 views
  - ▶ Augustoberfest 2014 308 views
  - ▶ Hagerstown Municipal Band 100<sup>th</sup> Season Celebration 189 views
  - ▶ Hagerstown Municipal Band 100<sup>th</sup> Season 164 views

**PLANNING & CODE ADMINISTRATION DIVISION**

1. Zoning Certificates Issued:

- 35 North Potomac Street – Furturz Hair Gallery – full-service hair salon
- 11 Manila Avenue – A & L Auto Detail, LLC – auto detail shop

2. **Planning Commission:** The Planning Commission reviewed the following on August 13:
- State's Infill, Redevelopment, Revitalization Initiative Report. Staff will send comments to the Maryland Department of Planning that generally support the IRR recommendations, but express some concerns about potential mandating of the inclusion of affordable housing in IRR projects and the potential for mandates affecting the local development review process. We are also requesting that the State consider local goals and proportionate share concerns when reviewing private funding requests for new and expanded social service and housing facilities in our communities. Also, that more resources be made available for local infrastructure construction to make IRR projects competitive in the marketplace.
  - 2013 Annual Report to Maryland Department of Planning - approved
  - Amendments to Medium-Range Growth Area Boundary (Comprehensive Plan Update) – approved for discussion with County planning staff
3. **Small Grant Award:** Staff have been notified that the City will receive a \$500 grant for our October 9<sup>th</sup> Star Spangled Banner event, as part of a large multi-heritage area grant for projects commemorating the 200<sup>th</sup> anniversary of the Battle of Baltimore and the Star Spangled Banner. The 200<sup>th</sup> anniversary project is administered by a Baltimore-based heritage area, with instructions to support commemorations throughout the state, spreading the observance beyond Baltimore and Bladensburg. The State learned of our October 9<sup>th</sup> event and historic marker dedication at the Maryland Theatre, and is supporting this event with portions of the funds set aside for western Maryland. The October 9 event will commemorate the 200<sup>th</sup> anniversary of the publishing of *Gruber's National Songster*, which was the first time the "Star Spangled Banner" was published in a music book. Gruber's print shop was located on the current site of the Maryland Theatre. The funds will go to help underwrite the cost of the event. The funds will be disbursed from the Baltimore group and passed through the Heart of the Civil War Heritage Area to the City.
4. **Highlight Hagerstown Awards:** The Hagerstown Beautification Advisory Committee met on August 7 to review nominations and choose winners for this year's award. The Highlight Hagerstown Award program recognizes properties that enhance the curb appeal of Hagerstown through landscaping, façade, and other exterior improvements. This year we received approximately 20 nominations through the City's website and EngageHagerstown. This year's winners will be recognized at the August 26 Mayor and Council meeting:
- Residential – 1314 Hamilton Boulevard; 513 Reynolds Avenue; and 151 South Prospect Street.
  - Non-Residential – Deafnet Association, Inc. – 551 Jefferson Street.
  - Adopt-a-Planter – Discovery Station – 101 West Washington Street; Otterbein United Methodist Church – 108 East Franklin Street; Poole & Kane, P.A. – 29 West Franklin Street.
5. **Weekly Activity Report:** August 4–8, 2014

PERMITS								
TYPE	NUMBER OF NEW APPLICATIONS							NUMBER ISSUED
		Residential -		Commercial -		Other -		
Building	16	7	Commercial -	8	Other -	1	3	
Electrical	22	12	Commercial -	5	Other -	5	22	
Plumbing	13	9	Commercial -	4	Other -	0	14	
Mechanical	2	1	Commercial -	1	Other -	0	2	
Engineering Dept.	22						24	
<b>TOTAL</b>	<b>75</b>	<b>29</b>		<b>18</b>		<b>6</b>	<b>65</b>	
<b>Est. Value of Issued Building Permit Projects:</b>				<b>Fiscal Year Totals:</b>				
Residential				\$ 150,937.00			\$ 414,002.00	
Commercial				\$ 30,000.00			\$ 6,674,113.00	
Apartment				\$ 0.00			\$ 2,394,540.00	
Sign				\$ 0.00			\$ 29,240.00	
<b>TOTAL</b>				<b>\$ 180,937.00</b>			<b>\$ 9,511,895.00</b>	

<b>Projects of interest:</b> New single family home at 12522 Olivine Court - \$148,382		
<b>NUMBER</b>		
		<b>FACILITIES</b>
		<b>UNITS</b>
Registrations received		47
New applications issued		6
Total 2014-2015 registered (includes changes since 5/1/14)		2,767
% of total invoiced that are registered (does not include cancelations)		83.5 %
		86.1 %
<b>Notes: The 2014-2015 rental license renewals for 8,958 units in 3,312 facilities were printed and mailed on May 2, 2014.</b>		
<b>PAYMENT</b>		
Total Payments Received	\$ 8,750	
Adjustments	\$ 2,650	
<b>INSPECTIONS</b>		
<b>TYPE</b>		<b>NUMBER CONDUCTED</b>
Building		36
Electrical		41
Plumbing		15
Mechanical		11
Safety		26
Neighborhood Vitality		73
Quality of Life		0
Preventive Maintenance		19
Planning & Zoning		0
<b>INSPECTIONS KEY:</b>		
<b>Categories of Conditions</b>		
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.	

<b>POLICE DEPARTMENT</b>
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1. **STATS**

Calls for Service:	1,842	Field Interviews:	139
Arrests/Warrants Served:	24	Moving Violations:	69
Domestic Violence Calls:	27	Parking Violations:	11
DUI Arrests:	1	Safety Repair Orders:	13
Reports Filed:	182	Warnings:	43

## 2. REPORTS

- 08/07/14: Officer Biddle was dispatched to Benny's Pub on Eastern Boulevard on a report of a theft of a cell phone. The victim stated she had been in the patio area with a friend when she went inside the bar momentarily, leaving her cell phone on the table. When she returned to her table her friend and the phone were gone. Attempts were made to contact the friend with no success. No further information is available at this time.
- 08/08/14: Officer R. Dean responded to South Prospect Street for a reported burglary. The victim advised his apartment had been broken into and his Xbox and other items were taken. No witnesses could be located.
- 08/10/14: Officers from the Hagerstown Police Department responded to the area of South Mulberry Street and East Antietam Street for a robbery in progress. A Miller's Cab arrived at Mathews Alley for a fare. The individual got into the cab and requested the driver wait for his girlfriend and baby. A white male then approached the cab and demanded money from the driver. The driver refused and the suspect struck the driver five to six times in the face. The driver was able to get to her microphone and radio the Miller's Cab dispatcher for help. The suspect is described as a white male, blond hair, wearing a black shirt, black pants, and a white cloth covering his face. A K-9 track was conducted but was not successful in locating the suspect. The Criminal Investigations Division will continue the investigation.
- 08/12/14: Officer Nelson was dispatched to Little Elliott Drive for a report of a burglary. The victim stated she was out of town and when she returned she discovered someone forced their way into her home from a rear bedroom window. Items were missing and the officer advised the victim to make a list of missing property. There are no suspects at this time.

## 3. PRESS RELEASES

- 08/10/14: Officers from the Hagerstown Police Department responded to the area of South Mulberry Street and East Antietam Street for a report of a robbery. The victim said that an unknown white male approached the car, assaulted the victim, and attempted to take money. The victim refused any medical treatment. A K-9 track was conducted, but the suspect was not located. The attempted robbery is currently being investigated. Anyone with information is asked to contact the Criminal Investigations Division at 301-790-3200.
- Summary Update on Suspicious Deaths on Marshall Street: The Hagerstown Police Department has received verbal findings from the State Medical Examiner's Office on the cause of death for Allison Pluck and her two small children who were found deceased on June 16, 2014 on the employee parking lot at Western Heights Middle School.

The Medical Examiner's Office concluded that the cause of death was accidental and the manner of death was determined to be from hyperthermia from the excessive heat build-up in the car. The toxicology report was negative on Ms. Pluck and the additional testing that was done yielded no findings for any medical issues whatsoever, and there was no medical reason found to explain what happened. The toxicology report on the children was also negative. This finding was based on the medical examination along with the extensive investigation performed by the detectives.

Investigators are leaning towards a possible undiagnosed mental health issue with Ms. Pluck based on the investigation and actions she performed on that day. Investigators believe that Ms. Pluck may have suffered an acute mental break that day and couldn't rationalize that staying in a vehicle with the windows up and engine off on a hot and humid day would cause their deaths.

Ms. Pluck's family has been notified of the findings. Ms. Pluck has been buried with her children here in the United States at the request of her family and as agreed upon by the father of the children. The burial location is not known to investigators.

## PUBLIC WORKS

### PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	193	192
	University District Deck	287	286
	Downtown Parking Lots	379	379
Number of Patrons Using Decks	A & E Deck	1,557	1,243
	University District Deck	1,323	1,316
Sales of Discount Coupons		0	0
Number of Citations Issued	(Includes Warnings)	190	224
Number of Late Payment Notifications		39	67
Number of Cars Booted		3	3

### CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	0	2
Fire	2	4
Human Resources	0	0
Light	2	4
Parks & Engineering	1	0
Police	8	4
Public Works	4	3
Wastewater	4	0
Water	1	4
Weekly Totals	22	21

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. 8/9 - 703 South Potomac Street - partial outage; service down from tree limb.  
Time Out: 11.9-13.1
  
- Mon. 8/11 - 1052 Fairview Road - lines down; found to belong to Verizon Phone Company. Time Out: 17.9-19.1
- 1034 Hamilton Boulevard - total outage; arrestor caused transformer fuse to operate.  
Time Out: 23.6-0.8
  
- Tues. 8/12 - 900 Block, Rose Hill Avenue - total outage; primaries burnt down; primary service replaced to correct issues and restore power. Time Out: 2.5-7.0
- 1022 Lanvale Street - partial outage; lugs inside meter socket were tightened to correct problem. Time Out: 2.8-3.9
- 40 West Bethel Street - fire; service disconnected to garage due to fire. Time Out: 4.2-4.8

- 233 Potomac Heights - total outage; tree limb caused transformer fuse to operate.  
Time Out: 17.7-18.6

**Distribution:** Recent activity included:

- Metering Staff received no high bill complaints this week.
- Line crews continue trimming trees in various residential locations.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
23	1	2	0

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

- Engineering staff completed multiple permit reviews and service upgrade requests.
- HLD staff held a pre-bid meeting for the Vegetation and Right of Way Management Contract to address questions and clarify requests for potential bidders.
- The Staff Engineer met with an Electric Utility Truck manufacturer representative to discuss options and processes for bucket truck construction.

**Administration:**

- Staff continues to meet with the owners of MELP on a weekly basis in regards to the demolition project. Permit review has been completed by the utilities.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, Aug 06, 2014	6.27	0.00
Thursday, Aug 07, 2014	6.16	0.00
Friday, Aug 08, 2014	5.98	0.00
Saturday, Aug 09, 2014	5.76	0.00
Sunday, Aug 10, 2014	5.82	0.00
Monday, Aug 11, 2014	5.99	0.26
Tuesday, Aug 12, 2014	6.89	0.55
Weekly – Avg. Flow / Total Rainfall	0.00	0.00
Aug – Avg. Flow/Total Rainfall	0.00	0.00

**Miscellaneous**

- On Tuesday from 2:25 am to 4:05am the plant experienced a power failure. The plant was back to normal operation shortly after the return of power without any problems.
- Installed new Current-to-Pressure (I/P) Transmitter on Train #5 of the OAB.
- Replaced valve #1-A on PSA Oxygen Skid
- Installed new SEW Eurodrive gear reducer on #1 Grit Classifier.
- 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	City Park	740	0	0
Flushing	5 & City Park	2856		
Point Repairs		# of Repairs	Reason	L.F. of Repairs
Main Line Only	City Park	1	Roots & debris	8.3 24"

### Collection System Maintenance Task

- Opened manhole 05032 for flushing crew. Removed frame and cover on manhole 05032, sealed with grout, and blacktopped.
- Graded swale at First Data with top soil, seeded and covered with curlex and straw blankets. Hauled two loads of B-10's from quarry.
- Replaced 8.3 ft of 24 inch storm drain at City Park to remove roots and debris.
- Sewer call at 13 Park Road; clean-out at property line was clear, advised customer to call plumber.
- Vacuumed out water from old cistern on Washington St. for City Engineering Department.
- Cutting roots and cleaning 24 inch storm drains at City Park for City Engineering Department.
- Replaced grinder pump cores at 20209 Mahogany Circle & 11310 Eastwood Drive.

### Administration

Wastewater Division – Customer Call Log Summary 2014							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	0	2	0	0	0	2	4
YTD	40	67	7	1	2	51	168

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

### Engineering

- Staff met with the Assistant City Engineer regarding the plants Storm Water Pollution Protection Plan.
- Staff attended a Wellness Committee meeting at Human Resources.
- Staff attended an Intellitime Training session.

### Wastewater Laboratory

- Reviewed results for DMRQA 34.
- Prepared EPA form for certifying our results for DMRQA 34 which is to be submitted to our MDE regulator by August 29<sup>th</sup>.
- Sent peristaltic pump to HACH for service/repair.
- Continued use of old peristaltic pump.
- Loaner peristaltic pump on stand-by.
- Prepared reagents for Lachat operation.

- 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>
8/05/14	11.16		11.16
8/06/14	11.60		11.60
8/07/14	11.69		11.69
8/08/14	11.25		11.25
8/09/14	11.22		11.22
8/11/14	11.60		11.60
8/12/14	11.06		11.06
Average			11.36

**Water Production at RC Willson**

*- Operations*

- Routine cleaning
- Routine PMs

*- Maintenance*

- R C Willson – Routine PMs
- R C Willson – Plumbed the chlorine feed line to the top of filters
- R C Willson – Working on the new PACL feed system

*- Instrumentation*

- R C Willson – Installing brackets on the plant service line
- R C Willson – Working on the new PACL feed system
- R C Willson – Installing new drain line on the SCMs

**Water Production at Breichner**

- The Edgemont Reservoir is currently at -10.0'; the bypass is closed and the hydrant is closed.

**Laboratory**

- Notified MDE of new laboratory personnel.
- Began training new laboratory personnel on wastewater laboratory responsibilities.
- Cleaned the water lab and made certain all supplies needed by Hazen and Sawyer are available (6N H2SO4, glass fiber .45 micron filters, filter apparatus, TOC sampling bottles, and chain of custody form.)
- Collected quarterly TTHM and HAA5 sampling.
- Sampled for Mn at the Breichner Plant.
- Contacted three remaining lead and copper sample sites and left message regarding sample collection.
- Reviewed National Primary Drinking Water Regulations with respect to lead and copper sampling
- Collected weekly THM/TOC sample.
- Process and regulatory testing was routine for the week.

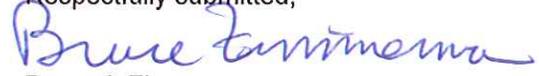
**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Building Permit	26	

- Staff met with a commercial site representative regarding alternatives for water service.

- Staff attended a Wellness Committee meeting at Human Resources.
- Staff attended an IntelliTime training session.
- Staff met with residents regarding the impact of a proposed valve vault on private property.

Respectfully submitted,



Bruce J. Zimmerman  
City Administrator