

# City of Hagerstown, Maryland Status & Information Report No. 29 for 2015

July 24, 2015

To Mayor Gysberts and Members of the City Council:

## UPCOMING MEETINGS

JULY 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 <b>HOLIDAY CITY OFFICES CLOSED</b>	4 6pm Fireworks at Fairgrounds Park
5	6	7 No M&C Meeting	8 4pm Planning Commission Meeting  8pm Dive In Movie @ Potterfield Pool	9 4:30pm Historic District Commission Meeting	10	11
12	13	14 No M&C Meeting	15 7pm Board of Zoning Appeals Meeting	16	17 6-9pm Bike Night @ City Center	18
19	20	21 4pm Work Session	22 7pm Planning Commission Meeting	23 4:30pm Historic District Commission Meeting	24 8pm Outdoor Movie in City Park	25
26	27	28 7 pm Regular Session	29	30	31	

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

### BUSINESS & COMMUNITY RELATIONS DIVISION

1. **Grants:** Staff will be completing grant applications for the George Washington statue and the 2017 Western Maryland Blues Fest.
2. **EVENTS**
  - **Wind Down Downtown Hagerstown.**  
Relax in City Center while enjoying great local musical talent, children's activities, vendors and plenty more at the Maryland Theatre. Event occurs rain or shine. For dates and more, visit [www.mdtheatre.org](http://www.mdtheatre.org).

Rev It Up, featuring River Knot - Bike Night was held on July 17. The events were successful and The Maryland Theatre raised \$2,300. City staff had worked with the Wind Down Committee on this event. Motorcycles lined the downtown streets along with motorcycle vendors. This year the event host a motorcycle show with prizes, the Roller Vixens, music by River Knot and children's entertainment. The Maryland Theatre raised \$2300.

August 21, 6-9 p.m.  
Dog Days of Summer, featuring Prophets of the Abstract Truth

- **Chick-Fil-A Run**  
8:00 a.m. - July 25th  
This run starts at City Park and follows the 5k route of the St. Patrick's Day Run through City Center. The organization is distributing traffic advisories to the residents along the route.
  - **Believer's Unity Walk**  
10:00 a.m. - July 25<sup>th</sup>  
This is the 3<sup>rd</sup> Annual Believer's Unity Walk sponsored by Asbury UMC. It is through downtown and no road closures are necessary. Capt. Kifer is working with them on the details since it is the same day as the Chick-Fil-A Run.
  - **July 27 Truce Commemoration Event**  
The Antietam Chapter #312 of the Korean War Veterans Association is hosting a July 27 Truce Commemoration. On July 27, 1953, the Truce Agreement was signed between the Communist North Korean Forces and the United Nations forces, ending hostilities in the Korean War. The program will begin at 7 p.m. In order to lessen the noise, a temporary road closure of Potomac Street is being planned. A rain date of July 28 is set. City staff met with the Korean War Veterans Association to discuss plans for the event.
  - **Music by the Lake**  
7:00 p.m. City Park Bandshell  
Four consecutive Saturday summer evenings of family, friends and free music began on Saturday, July 18th with the *Music by the Lake* concert series. All of the *free* concerts will be held from 7 p.m. to 8:30 p.m. at the City Park Bandshell. Circa Blue performed on Saturday, July 18<sup>th</sup> with about 115 guests attending. On July 25th, Patent Pending Bluegrass Band will take the stage at the Bandshell.
  - **Sounds of the Square**  
The Arts and Entertainment Board is working with Michael Jonnes to gear up for Sounds of the Square. This music program will begin on July 31 and will continue on Fridays until October 9.
  - **Krumpe's Donut Alley Rally 5K Walk/ Run**  
Friday, August 14, 2015  
Registration begins at 6 p.m. Run/Walk begins at 7:30 p.m.  
All proceeds will benefit The Wounded Warrior Project and local efforts for the Warrior Hunting Adventures and Healing Waters Fly Fishing for Wounded Warriors 5K Run/ Walk.
3. **City Farmers Market:** A public input session is being held on August 8 at noon at 25 West Church Street to discuss catalyst project #7, which targets expansion of the hours and operations of the City Farmers Market as a means of filling a gap in the specialty food stores retail market and providing groceries and locally-grown produce for downtown residents and restaurants. Also, it will review the highlights of a Request for Proposals to have the management of the market become privatized. The Community's City Center Plan calls for the City to consider the current operational model and consider placing the market under private management.
4. **This Week's Headlines and Media Releases:**
- Community Input Needed for Expansion of City Farmers Market
  - Traffic Advisory: Korean War Veterans Memorial Ceremony
  - Traffic Advisory: Water Main Repair along West Washington Street
  - Traffic Advisory: Garland Groh Boulevard
5. **Channel 25:**
- Watch the City Newsroom at the top of every hour. This week's news stories include:

- Citizen's Police Academy Overview
- Ready to Read: HPD Joins Rotary Literacy Initiative
- July is Parks & Rec Month promotion
- Potterfield Pool Splash Pad promotion
- Month in Review segment for June
- Washington County Museum of Fine Arts Overview
- In production:
  - Code Tips: Properly Installing a Swimming Pool

6. **Websites:**

- City Website:
  - About 8,900 users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of July 13, 2015 - July 19, 2015.
  - Top entrances (first page users accessed on the website):
    - ▶ Home page 3,202 users
    - ▶ Jobs page 352 users
    - ▶ Utility billing page 334 users
  - Top Searches:
    - ▶ "pay bill"
    - ▶ "property taxes"
    - ▶ "Christmas in July"
    - ▶ "police"
- engageHagerstown:
  - Total Participants: 529
  - Unique Visitors: 13,206
  - Page Views: 54,843
  - Current topics:
    - ▶ What kind of green space should this become? What would be most useful to the neighborhood?
    - ▶ What is your current perception of the Alms House?
    - ▶ What do you think the Alms House neighborhood needs?
    - ▶ The City is exploring future uses of the Alms House property. What is your idea for what the property should become?

7. **Community Engagement:** The Department is currently working closely with the Engineering Department regarding the future use of 806-808 West Washington Street. The City accepted the donation of the property earlier this year with the intention of developing it into green space or a public park. In addition to the conversation being hosted on the engageHagerstown website, neighborhood residents and community members were invited to participate in a community meeting held on Thursday, July 23<sup>rd</sup> at St. Mark's Lutheran Church in Parish Hall at 6 p.m. Discussion included what kind of green space they would like to see and what features it could include.

**PLANNING & CODE ADMINISTRATION DIVISION**

1. **Zoning Certificates Issued**
  - 640 George Street – Maggies – convenience store and deli
  - 29 North Burhans Boulevard – Always Ron’s – restaurant and bar (change in ownership only)
2. **New Development Cases**
  - 200 South Edgewood Drive – Twigg Cycles – minor site plan for two building additions and pavement reconfiguration and expansion
3. **Planning Commission:** The Planning Commission considered the following cases at a special meeting on July 22:
  - Washington County Board of Education – 820 Commonwealth Avenue – approved the site plan and forest conservation plan for a parking lot expansion at the former Board of Education site.
  - CortPark Remand from Circuit Court was continued to the August 12 meeting.
4. **Weekly Activity Report:** July 13–17, 2015

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	15	Residential -	7	Commercial -	4	Other -	4	9
Electric	14	Residential -	7	Commercial -	6	Other -	1	13
Plumbing	13	Residential -	8	Commercial -	0	Other -	5	11
Mechanical	5	Residential -	5	Commercial -	0	Other -	0	5
Engineering Dept.	5							7
<b>TOTAL</b>	<b>52</b>		<b>27</b>		<b>10</b>		<b>10</b>	<b>45</b>
<b><u>Est. Value of Issued Building Permit Projects:</u></b>					<b><u>Fiscal Year Totals:</u></b>			
Residential	\$ 11,229.00				\$ 112,225.00			
Commercial	\$ 35,500.00				\$ 107,609.00			
Apartment	\$ 500.00				\$ 120,500.00			
Sign	\$ 0.00				\$ 0.00			
<b>TOTAL</b>	<b>\$ 47,229.00</b>				<b>\$ 340,334.00</b>			
<b>RENTAL LICENSING PROGRAM YEAR EFFECTIVE JULY 1, 2015</b>								
					<u>PROPERTIES</u>	<u>UNITS</u>		
Registrations received week of July 13 – July 17					130	623		
New applications issued week of July 13 – July 17					2	2		
Total 2015-2016 registered (includes changes since 5/1/15)					2,737	7,233		
Percentage of total invoiced that have registered					81.5 %	80.3 %		
<b><u>Notes:</u></b> The 2015-2016 rental license renewals for 9,002 units in 3,360 properties were printed and mailed on May 1, 2015. A past due notice for those still not registered was mailed on July 6.								
<b><u>PAYMENT</u></b>								
Weekly payment received	\$ 46,650							
Weekly adjustment/credits	\$ 1,725							

<b>INSPECTIONS</b>	
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>
Building	151
Electrical	165
Plumbing	11
Mechanical	179
Safety	131
Neighborhood Vitality	120
Quality of Life	12
Preventive Maintenance	47
Planning & Zoning	4
<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.

## PARKS & ENGINEERING

1. **Ice Rink Update.** Notes from the July HIAAA Board meeting:
  - Several new members were nominated and joined the Board. Officers were re-installed for another year.
  - August 28-30 the rink is hosting FREE public skate and hockey to show off the rink to new faces.
  - Balance sheet shows \$84,761 in assets. This compares to \$12,205 for the same time last year.
  - Ice making compressor needs replaced in the next month or so. By Agreement we will pay 75% or around \$7,000.
  - After about four years of work, the new locker rooms will hopefully be ready by September 1<sup>st</sup>.
  - A wedding is planned at the rink this summer by two people who "just love the rink".
  
2. **Emerald Ash Borer.** All 90+ ash trees in City Park that were deemed to be worth saving are now treated and permanently marked with an aluminum tag and were located by GPS (see attached map). Treatment cost was just over \$11,000, significantly under our original estimates. We will begin removing the 100+ ash trees that we deemed not worth saving.

3. **40-50 East Baltimore Street (Massey Property) Demolition Bid.** On Tuesday, we held the prebid meeting and visited the site. To-date, eight prospective bidders have purchased bid documents. We expect to have bid results on August 18<sup>th</sup> and we will present to Mayor & Council as soon as the City takes ownership of this property from Washington County
4. **“Safe Routes to School” at Bester Elementary.** The contractor will be ready to place the 8-foot wide bituminous path by next week. The storm drain work on Mulberry should be completed by next week too. The traffic signal work at the intersection of Frederick & Memorial to improve accessibility is expected to begin shortly.
5. **Kiwanis Park.** We formed and poured the concrete floor for the new pavilion and surrounding walkway. Next week we will begin work on the boardwalks. We are also developing plans for a monarch butterfly “way-station”. Dedication is October 3<sup>rd</sup> at 11:00 a.m.
6. **Recreation Programs**
  - Join us this Friday, July 24<sup>th</sup> for an outdoor movie at the City Park Band Shell (at dusk) featuring the 2014 movie “Annie.”
  - Staff has coordinated Bike Maryland Safety Programs in coordination with our YMCA, Girls, Inc. and Robert W. Johnson Camp groups. In partnership with Bike Maryland, The Police Athletic League and the Bicycle Advisory Committee, the programs will serve over 150 kids at Fairgrounds Park on Monday, July 27<sup>th</sup> & Tuesday, July 28<sup>th</sup>.
  - Golf Course staff are preparing for the 3<sup>rd</sup> Annual City Championship and 1<sup>st</sup> Annual Senior Championship.
7. **Neighborhoods 1<sup>st</sup>.** We completed a multi-stop warrant analysis for the intersection of Maryland Avenue and First Street. The volumes of traffic on Maryland Avenue are high enough but First Street has very low volumes so this intersection did not meet the warrants to add stop signs to Maryland Avenue. We will use the Traffic Calming Policy to work with the Neighborhood Group and HPD to address the speeding concern on Maryland Avenue.
8. **Engineering Division Items**

Traffic issues		
Description	Week of 7/18/15	Calendar Year-to-date
Traffic complaints received	4	91
Work Orders completed	1	62
Traffic counts completed	2	27
Construction Projects		
Description	Week of 7/18/15	Calendar Year-to-date
Projects advertised for bids	0	24
Projects under construction	6	
Projects completed	0	7

**POLICE DEPARTMENT**

**1. STATS**

Calls for Service:	1,733	Field Interviews:	57
Arrests/Warrants Served:	29	Moving Violations:	51
Domestic Violence Calls:	28	Parking Violations:	132
DUI Arrests:	1	Safety Repair Orders:	8
Reports Filed:	174	Warnings:	44

## 2. REPORTS

- **07/15/15:** Officer Hostetter was dispatched to Virginia Avenue for a report of a theft. The victim stated his lawn mower was stolen from the rear of his residence. The lawn mower was not secured in any way. The victim checked with his neighbors, but no one saw anything suspicious. There are no suspects at this time.
- **07/16/15:** Officer Vogel responded to Mulberry Avenue for a report of theft from a motor vehicle. The victim advised that someone had broken into her vehicle and stole her bank card, cash and some loose change. The victim was certain that her vehicle was locked. There are no suspects at this time.
- **07/18/15:** Officer Moczydlowsky was dispatched to North Locust Street for a reported attempted theft. The homeowner returned from work to find the rear door to his home damaged. The damage appeared to have been made with a prying tool. The victim advised that a few nights ago he had an issue with an unknown male pounding on his door. The victim stated he has been living at the house for approximately four months and he is still finding drugs and paraphernalia hidden by the previous resident. He also stated that unknown people knock on his door all the time asking for drugs to which he has to turn away. No additional information is available at this time.
- **07/20/15:** Officer White was dispatched to North Potomac Street for a possible drug overdose. The officer observed an unresponsive white female in the apartment on the bathroom floor. Officer White attempted to gather information from the people who were with her, however they were uncooperative. The unresponsive female was transported to Meritus Medical Center. The emergency room physician stated her condition was not life threatening. No additional information is available.

## 3. PRESS RELEASES

- On Friday, July 17<sup>th</sup> at approximately 12:10 p.m., officers were dispatched to M&T Bank located at 32 North Potomac Street for a robbery in progress. By the time officers arrived, the suspect had fled the bank. He was last seen heading in the direction of the City's parking deck located across the street from the bank.

Departmental personnel learned the suspect, described an older white male in his 50's, wearing blue jeans, a white t-shirt, and a purple baseball style hat with the letters "TCU" on the front, handed one of the tellers a note demanding money. The male was given an undisclosed amount of cash by the teller. No one was injured during the incident.

The Hagerstown Department of Police is asking anyone with information concerning the identity of the suspect to call the Hagerstown Department of Police's Criminal Investigations Division at 301-790-3700 ext 247 or they can email information to [crimetip@hagerstownpd.org](mailto:crimetip@hagerstownpd.org).

- On July 22, 2015 at 7:38 p.m., officers responded to the 500 block of North Mulberry Street for a report of a potential drowning. Upon arrival it was learned that a 10 month old infant was located in a bathtub, unresponsive, and lifesaving attempts were underway. Responding officers took over care until medical personnel arrived on scene. The infant was transported to Meritus Medical Center by Community Rescue Services. Although medical personnel worked tirelessly for several hours, they were unable to revive the child.

The body of the 10 month old has been sent to the Office of the Chief Medical Examiner for an autopsy. The incident is under investigation by the Hagerstown City Police Department's Criminal Investigation Division. No further details about the incident are being released at this time.

## 4. OTHER NEWS/INFORMATION

- **Congratulations:** Effective Sunday, July 19, 2015, Officer Michael Anderson was certified for solo patrol and assigned to the Patrol division. Officer Anderson will transfer to the Charlie Platoon under the command of Sgt. Ed Plummer. Officer Anderson is scheduled to attend the Comparative Compliance Academy from July 27, 2015 through August 28, 2015 in Prince Georges County.

## PUBLIC WORKS

### PARKING SYSTEM DATA

		Current Week	Previous Week
<b>Number of Permit Holders</b>	A & E Deck	261	262
	University District Deck	307	309
	Downtown Parking Lots	429	428
<b>Number of Patrons Using Decks</b>	A & E Deck	1,592	1,326
	University District Deck	1,574	992
<b>Sales of Discount Coupons</b>		0	0
<b>Number of Citations Issued</b>	(Includes Warnings)	145	168
<b>Number of Late Payment Notifications</b>		49	58
<b>Number of Cars Booted</b>		0	0
<b>Peak Occupancy (%)</b>	A & E Deck	57% (Wed. @ 2PM)	85% (Sat & Thu @ midnight)
	University District Deck	54% (Wed. @ 2PM)	50% (Thu @ noon)

### CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
<b>DCED</b>	0	0
<b>Fire</b>	4	2
<b>Human Resources</b>	0	0
<b>Light</b>	6	1
<b>Parks &amp; Engineering</b>	0	3
<b>Police</b>	10	8
<b>Public Works</b>	7	7
<b>Wastewater</b>	2	1
<b>Water</b>	4	6
<b>Weekly Totals</b>	33	28

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. 7/18 - National Little League, Frederick Street- total outage; mylar balloons entangled in primary wires causing line fuse to operate. Time Out: 10.1-11.0

Mon. 7/20 - 317 North Cannon Avenue- total outage; customer's main breaker was found to have tripped. Time Out: 23.2-23.7

Thur. 7/23 - 300 Block, West Franklin Street- lines arcing; lineman responded however, found no lines arcing or any problems with our facilities. Time Out: 6.5-6.7

**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
44	0	2	0

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

- Multiple permit reviews, underground locates, and service upgrade requests have been reviewed and/or completed by engineering staff.
- Engineering staff continued vegetation management spraying in and around HLD substations and electric utility rights-of-way.
- The Staff Engineer and Operations Manager met with HPD to discuss fiber optic cable installation.

**Administration:**

- Interviews took place this week to fill the vacant lineworker position following a recent retirement.
- 

**WATER DIVISION**

**Plant Flows - System Demand (MGD)**

<u>Date</u>	<u>Willson</u>	<u>Breichner</u>	<u>Total</u>
7/16/15	12.90		12.90
7/17/15	12.59		12.59
7/18/15	12.47		12.47
7/19/15	12.22		12.22
7/20/15	12.85		12.85
7/21/15	13.02		13.02
7/22/15	13.63		13.63
Average			12.81

**Water Production at R C Willson**

- The Phase IV work continues and staff is awaiting approval from Maryland Department of the Environment to begin the secondary disinfection conversion from free chlorine to chloramine. The General Contractor continues to complete the critical path items as well as punch list items. Weekly conference calls are ongoing and the final cut-over from the old SCADA system to the new will begin the week of August 17th. An Engineering/SCADA/Start-up Progress Meeting was held to review the start-up procedure and provide additional employee training.
- *Operations*
  - Crews primarily worked on routine facilities maintenance and routine preventive maintenance. Training is ongoing on the new chemical feed systems, chemical dosage as well as the new SCADA system.
- *Maintenance*
  - Maintenance staff worked on routine preventive maintenance and continues to participate in employee training for the new equipment.
- *Instrumentation*
  - Instrumentation staff continues work with ABB on the new SCADA system. Staff is converting the free chlorine analyzers to total chlorine analyzers at the water pump stations.

**Water Production at Breichner**

- The Edgemont Reservoir pool elevation is -9.9 feet below crest and the bypass valve and the hydrant are closed to allow for natural fluctuation of the pool elevation and seepage evaluation. Triad Engineering has submitted the first draft of the Geotechnical Exploration of the Spillway Floor and Toe Seepage – the report has been reviewed by staff and comments are being prepared.

**Water Distribution**

- Distribution crews are working throughout the system performing customer service as needed. Distribution crews continue replacing old meters with new meters with radio transceiver units. The large meter testing program is ongoing. The installation of the new water main on Buford Drive is complete and testing and service changeovers will occur over the next couple weeks. Crews repaired water main leaks on Garden Spot Drive and West Washington Street this week.

- Distribution crews will begin the replacement of the water main on West Washington Street between Prospect and Jonathan. Work will commence on July 27<sup>th</sup> and continue through August 14<sup>th</sup>. The north lane on Route 40 East will be closed between 3:00 p.m. and 1:00 a.m. Monday through Thursday to allow crews to complete this work.

**Laboratory**

- Collected distribution system samples for conversion to chloramines. Monochloramine and free Ammonia were added to the list of field sampling parameters.
- Spoke with customers concerned with upcoming change to Chloramination.
- Updated the spreadsheet for monitoring for nitrification in the water distribution system.
- Collected weekly TOC on Potomac River.
- Collected weekly THM/TOC samples on the Willson plant.
- Process and regulatory testing was routine for the week.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans		
Preliminary Plats		
Final Plats		
Building Permits	10	10

- Staff attended a development review meeting at the County Planning Office.

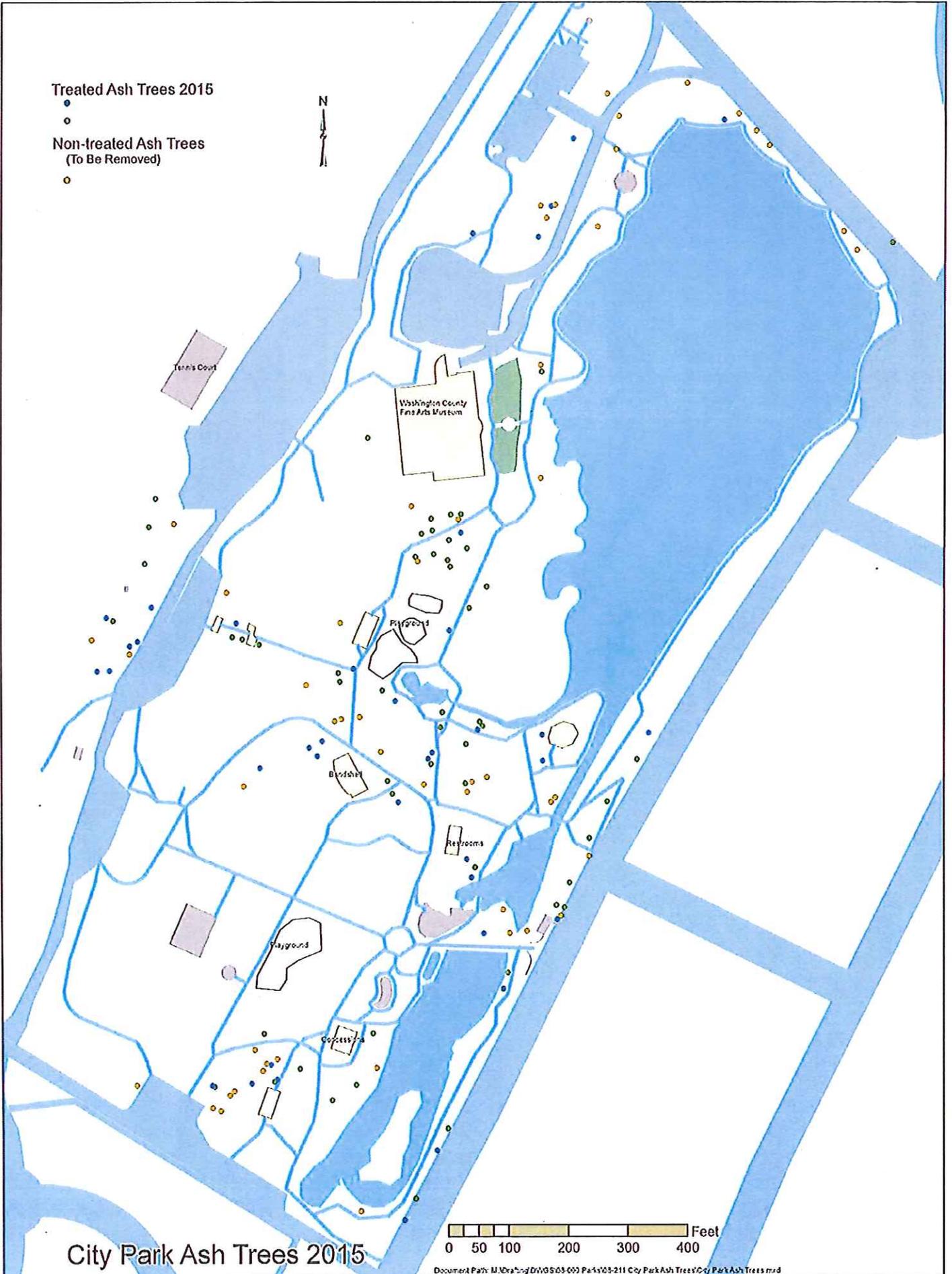
Respectfully submitted,

Valerie Means  
City Administrator

Treated Ash Trees 2015



Non-treated Ash Trees  
(To Be Removed)



City Park Ash Trees 2015

