

# City of Hagerstown, Maryland Status & Information Report No. 18 for 2016

May 6, 2016

To Mayor Gysberts and Members of the City Council:

## UPCOMING MEETINGS

### MAY 2016

\* For additional information and a complete list of City events, please visit our Calendar of Events on the City's website at <http://www.hagerstownmd.org/calendar.aspx>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 3pm Fit Fido @ Hager House	2	3 4pm Work Session	4 National Bike to School Day	5	6	7 9 am Hub City Bike Loop
8 3pm Fit Fido @ Hager House	9	10 7pm Special Session – Public Hearing: Budget & Property Taxes	11 4pm Planning Commission Meeting  6:30pm Krumpe's Donut Ride @ Hub City Bike Loop	12 4:30pm Historic District Commission Meeting	13	14 9 am 10 <sup>th</sup> Annual Ride With Mayor @ Hub City Bike Loop
15 3pm Fit Fido @ Hager House	16	17 3pm Executive Session 4pm Special Session & Work Session	18 7pm Ride of Silence @ Hub City Bike Loop  7pm Board of Zoning Appeals Meeting	19	20 National Bike To Work Day  6pm Benny's Pub Cycle @ Hub City Bike Loop	21
22 3pm Fit Fido @ Hager House	23	24 7pm Regular Session	25 7pm Planning Commission Meeting	26 4:30pm Historic District Commission Meeting	27	28
29 3pm Fit Fido @ Hager House	30 <b>HOLIDAY CITY OFFICES CLOSED</b>	31 NO M&C MEETING				

## DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

1. **Main Street:** Amy Seitz and Susan Sheppard with the Maryland Department of Housing and Community Development visited on Thursday for a meet and greet with Amanda Whitmore, Downtown Coordinator to review Main Street Maryland mission, resources and requirements. It was a very good informative meeting.

2. **City Market:** Some of the market vendors will be offering Mother's Day specials this weekend. Be sure to stop by and visit!

3. **Events:**

- *Taste of the Arts: Thursday, May 12 from 5-8 p.m.*

Staff is assisting the committee with details of the upcoming Taste of the Arts event. In one evening in City Center, you can help three great organizations, enjoy delicious cuisine and be delighted by the sights and sounds of local artists. The sixth annual Taste of the Arts benefits the Barbara Ingram School for the Arts Foundation, The Maryland Theatre, and the Washington County Arts Council. Entertainment features Barbara Ingram School for the Arts students & other talented local artists. Get your passport ticket stamped at every venue and be eligible to win a variety of prizes! Bring your stamped passport to the Washington County Arts Council when completed. All venues are within walking distance of City Center. Passport tickets cost \$20 and can be purchased by calling 301-790-2000 or at the Maryland Theatre Box Office at 21 South Potomac Street. Passport tickets can also be purchased online at [www.mdtheatre.org](http://www.mdtheatre.org) with applicable fees.

- *Wind Down Fridays:* Wind Down Fridays will begin on Friday, May 20 from 6-9 p.m. The theme of the first event is Farmers Friday Market featuring The South Mountain Breed band. Upcoming Wind Down Fridays include:

- o June 10th – Dad's Night Out featuring Luscious Purr
- o July 15th – Bike Night: Speed it Up featuring River Knott
- o August 12th – Summer Lovin' featuring Made in the 80's
- o September 30th – Thunder in the Square featuring Staff Infection
- o October 21st – Freaky Friday featuring Slackwater 4

- *BluesFest Update:* Staff and committee members continue to coordinate all details of the 21st Annual Western Maryland Blues Fest.

- *Engine Room Art Space:* Upcoming events include:

- o "Stillness Between" photography by Robert Hein of Frostburg University: Opening reception May 6<sup>th</sup> from 5-8 p.m.
- o Engine Room will be participating in "Taste of the Arts" with catering by Pretzel and Pizza Creations and musical performance by local jazz and avant-garde trio, Lat Bloom.

## FIRE DEPARTMENT

1. **Annual Community Risk Reduction Smoke Alarm Campaign.** The Hagerstown Fire Department's annual Smoke Alarm campaign will start Monday, May 9th. We will be going door-to-door checking smoke alarms to ensure they are working properly, change batteries in alarms as needed and installing new alarms in homes that do not have working smoke alarms. The areas covered will be the downtown area from Potomac Street to Prospect Street and Baltimore Street to Prospect Street. We will also be in the West End checking alarms in the areas of Westside Avenue and areas west to include Florida Avenue and Marshall Street; and West Washington Street to Merrbaugh Circle. Firefighters will be going door-to-door starting at 5:30 pm until dark Monday through Thursday, weather permitting.

## INFORMATION TECHNOLOGY & SUPPORT SERVICES

### COMMUNICATIONS

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

- Treat Yourself to Diverse Dining and Entertainment at Taste of the Arts
- Award-Winning Musicians Grace Stages for 21<sup>st</sup> Western Maryland Blues Fest
- E-casts:
  - o Taste of the Arts - Thursday, May 12, 2016

2. **Channel 25:**

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

- Bike Month Promotion
- Blues Fest Promotion
- Month in Review for April 2016
- Building Safety Month Video

In production:

- Swim Lesson Promotion for Potterfield Pool

3. **Websites:**

- City Website:
  - o About 9,800 users visited [www.hagerstownmd.org](http://www.hagerstownmd.org) for the week of April 25 - May 1, 2016
  - o Top entrances (first page users accessed on the website):
    - ▶ Home page 3,638 users
    - ▶ Election page 522 users
    - ▶ Utility Billing page 514 users
  - o Top Searches:
    - ▶ "rental licensing"
    - ▶ "Kiwaniis park"
    - ▶ "pep"
    - ▶ "permits"
    - ▶ "staff directory"

## PARKS & ENGINEERING

### ENGINEERING DIVISION

1. **Safe Routes to School.** We completed responses to all the State comments and are making resubmission this week. If all goes well and we get SHA approval in next few weeks we could advertise in early June and have bid opening mid-July.
2. **Neighborhood Traffic Issues.** We are working with four neighborhood groups to try to resolve issues.
  - Dewey Avenue – ornamental street sign posts locations
  - South End - speeding on Maryland Avenue

- Mulberry Avenue - speeding and pedestrian crossing near Pangborn Boulevard
- Collegiate Acres - change some parking spaces

3. **Engineering**

Traffic issues		
Description	Week of 4/29/16	Year to date
Traffic complaints received	4	61
Work Orders completed	4	36
Traffic counts completed	4	15
Construction Projects		
Description	Week of 4/29/16	Year to date
Projects advertised for bids	0	8
Projects under construction	10	
Projects completed	0	2

**PARKS & RECREATION DIVISION**

1. **Advertising.** In response to questions at City Council meeting, here is how we advertise both the golf course and the pool:

Golf Course:

- *Herald-Mail.* Sports Section 6x/month
- *What's NXT.* Back page monthly quick ads, plus social media promotions
- *4-State Media.* TV ads rotating at local participating restaurants and business'
- *103.7FM NewsTalk.* Weekly radio advertising sponsoring Erin Wolfe's segment
- *Verstandig Radio.* ESPN and 101.5 Bob Rocks radio monthly advertising
- *E-casts.* Distributed monthly to golf course and parks and rec databases
- *Parks & Rec Guide.* Golf course information included, 15,000 distributed
- *Facebook.* Weekly/Monthly Promotions/boosts
- *Banners.* Two banners hung along Dual Hwy promoting monthly specials

Pool:

- *Pool Brochures.* 15,000 printed; 11,000 distributed to all elementary schools in Wash. Co.
- *Herald Mail.* Summer Camp guide, 23,000 distributed
- *What's NXT.* 1/3 page ad in May & June
- *Radio.* 102.1 More FM promotions, May and June
- *E-casts.* Distributed monthly to parks and rec databases
- *Parks & Rec Guide.* Pool information included, 15,000 distributed
- *Facebook.* Weekly/monthly promotions/ boosts
- *Banners.* Hung on fencing at Frederick St promoting swim lessons, aqua programs, fitness swims and pool rentals

2. **Fairgrounds Park.** This week we are making the path to our office at Fairgrounds Park ADA accessible. We are also constructing a few more landscaping beds to draw attention to our office.
3. **Recreation Center.** Due to rain, we resumed renovations in the upper level of the grandstand, turning an unused area into a recreation center. Work included constructing walls and insulating.
4. **New Playground Equipment Ribbon Cutting.** Staff coordinated a small gathering at City Park on Tuesday, May 3<sup>rd</sup> to recognize Shentel/Sprint's donation of \$12,000 for the purchase of new playground equipment. Photos are below.



5. **Museum Ramble.** This weekend is Museum Ramble Weekend at the Hager House and Train Museum! Buy-One-Get-One Free admission of equal or lesser value to all visitors to both sites on Friday, May 6<sup>th</sup>, Saturday, May 7<sup>th</sup>, or Sunday, May 8<sup>th</sup>.

**PLANNING & CODE ADMINISTRATION**

1. Zoning Certificates Issued:
  - 646 Potomac Avenue – A Place for All Seasons – retail sales of gifts and furniture.
  - 146 Fairground Avenue – Nia Josiah - full-service hair salon.
2. Correction to Planning Commission Activity in Last Week's Report: In last week's report, we reported that a landscaping waiver for Aschenbach (Garland Groh Boulevard) took 59 days to process. This is not correct. The sketch plan, site plan and forest conservation plan for the "Pete Store" on Salem Avenue, from submission to Planning Commission approval took 59 days. The waiver request was processed in four business days. The reference to the timing of the approval should have been in reference to the "Pete Store" and not Aschenbach.

3. Planning Commission: The Planning Commission will consider these items on May 11:
- 400 Jonathan Street – Khadene Wilson and Dexton Brunson – recommendation to Mayor and City Council on their Local Conversion District Overlay request.
  - Comprehensive Plan Update: Environmental Resources & Sustainability Element – continue review.
  - 1125 Professional Court – Mid-Atlantic Veterinary Clinic – Stormwater Management Concept Plan.
  - Preliminary Consultation: D & D Motors – East Side Dual Highway, West of Tracy's Lane.
  - Hagerstown Bicycle Master Plan Update.
4. Historic District Commission: The HDC reviewed these cases on April 28:
- 14 West Franklin Street – Synergy Management Service/Sheryl Bowers – approved replacement windows.
  - 4 East Franklin Street – ARISU/Tony Beaudette – approved a projecting sign for a new restaurant.
  - 1019 Oak Hill Avenue – Robert Miller – approved a fence.
  - 823 Hamilton Boulevard – Terry Jenkins/Mr. Fix It Home Services – approved a plan to replace a rear porch roof and gutters.
  - 433 North Potomac Street – Edward and Meredith Williams – approved a privacy fence.

The HDC will consider one case for a porch reconstruction at 1038-1040 Hamilton Boulevard at its May 12 meeting.

5. Weekly Activity Report: April 25 – April 29, 2016:

<b>PERMITS</b>								
<u>TYPE</u>	<u>NUMBER OF NEW APPLICATIONS</u>							<u>NUMBER ISSUED</u>
Building	14	Residential -	7	Commercial -	5	Other -	2	6
Electric	16	Residential -	9	Commercial -	5	Other -	2	16
Plumbing	20	Residential -	19	Commercial -	0	Other -	1	20
Mechanical	5	Residential -	4	Commercial -	1	Other -	0	5
Engineering Dept.	12							12
<b>TOTAL</b>	<b>67</b>		<b>39</b>		<b>11</b>		<b>5</b>	<b>59</b>
<b>Est. Value of Issued Building Permit Projects:</b>					<b>Fiscal Year Totals:</b>			
Residential	\$ 40,400.00				\$ 3,718,194.00			
Commercial	\$ 14,400.00				\$ 23,129,495.00			
Apartment	\$ 0.00				\$ 533,533.00			
Sign	\$ 8,000.00				\$ 371,730.00			
<b>TOTAL</b>	<b>\$ 62,800.00</b>				<b>\$ 27,752,952.00</b>			
<b>RENTAL LICENSING PROGRAM YEAR: JULY 1, 2015 – JUNE 30, 2016</b>								
					<u>PROPERTIES</u>	<u>UNITS</u>		
Registrations received week of Apr. 25 – Apr. 29					7	11		
New applications issued week of Apr. 25 – Apr. 29					4	4		
Total 2015-2016 registered (includes changes since 5/1/15)					3,425	9,087		
Percentage of total invoiced that have registered					99.9 %	99.9 %		
<b>Notes:</b> The 2015-2016 rental license renewals for 9,002 units in 3,360 properties were printed and mailed on May 1, 2015. The 2016-2017 renewals are going out the week of May 2, 2016.								

<b>PAYMENT</b>	
Weekly payment received	\$ 825
Weekly adjustment/credits	\$ 0
<b>INSPECTIONS</b>	
<b>TYPE</b>	<b>NUMBER CONDUCTED</b>
Building	36
Electrical	45
Plumbing	20
Mechanical	7
Safety	27
Neighborhood Vitality	131
Quality of Life	11
Preventive Maintenance	1
Planning & Zoning	12
<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:	1,752	Field Interviews:	54
Arrests/Warrants Served:	19	Moving Violations:	41
Domestic Violence Calls:	21	Parking Violations:	131
DUI Arrests:	1	Safety Repair Orders:	3
Reports Filed:	147	Warnings:	112

2. **REPORTS**

- **02/28/16:** Officer Daveler responded to Nottingham Road for a burglary. The victim stated that someone had shattered her basement window. The officer observed a window screen discarded in the neighbor's yard. The screen was bent and matched the window size of the shattered window. The victim was missing some jewelry. No neighbor saw or heard anything unusual. No suspect at this time.
- **04/29/16:** Officer Bricker was dispatched to West Side Avenue for a theft from a motor vehicle. The victim stated her vehicle was involved in an accident earlier in the day and was parked waiting for a friend to tow the damaged vehicle. The victim left the parked car and returned to her residence. Later in the day she returned with her friend to move the disabled vehicle. At this point is when she noticed that someone had entered the vehicle and stole medication from the cup holder. No witnesses to the crime.

- **04/30/16:** Officer Vogel responded to The Days Inn on the Dual Highway for a report of a male causing a disturbance. The hotel employee advised this male had rented a room, and then invited approximately 5-8 people in the room to have a party. The party got out of hand and the hotel employee asked the male to vacate the room and leave the property. It should be noted the male was intoxicated and disturbing the other guests. The male argued that the establishment should refund his money and he wasn't leaving until he received the money. The hotel employee only offered to refund his \$50 deposit.

The male then began yelling profanities and challenged the officer to fight. He was advised several times to lower his voice and leave the hotel property. He did not comply and was then placed under arrest. He was charged with Disorderly Conduct and Failure to Obey a Lawful Order.

- **05/03/16:** Officer Bartles responded to the area of Frederick Street and Baltimore Street (Five Corners) for a report of shots fired. The caller advised she was walking her dog and heard two gunshots. She also added that it was not a "backfire" and the noises she heard were gunshots. Sgt. Barnett spoke with persons in the area but found no one that heard the shots fired. The area was checked by officers and nothing was located by them.
- **05/04/16:** Officer Goggin was dispatched to East Franklin Street for a robbery in progress. The victim stated that he was just part of a "drug deal gone bad". The victim advised he contacted a female to purchase some cocaine and the meeting place and time was arranged. Shortly after the meeting took place, a male came up from behind him and began to assault him and took everything on his person, which included his cell phone, house keys and \$30 in US currency. The victim was treated by the Community Rescue Service for minor injuries. At this point, both suspects are unknown.

### 3. PRESS RELEASES

- On 04/26/16 at 10:48 p.m. officers responded to the 7-11 convenience store located at 802 Salem Avenue for a report of an armed robbery. Upon arrival officers were advised a male had entered the business, displayed a handgun and demanded money. The suspect is described as a black male, mid to early 20's, approximately 6'0", wearing green camouflage print shorts, red sneakers a navy blue long sleeve shirt and a black ski mask. The suspect fled in an unknown direction with an undisclosed amount of money. No one was injured during the incident. The police department is seeking the public's assistance in identifying the suspect. If you have information about the incident or have knowledge of the identity of the below suspect, please contact Detective Coy at 301-7890-3700 x237.



- On 5/2/16 at 11:34 pm officers responded to the 100 block of Buena Vista Avenue for a report of a shot fired. Upon officers' arrival they located one male victim with a confirmed gunshot wound. The victim was transported to Meritus Medical Center for non-life threatening injuries. The incident is under investigation and police are following up on several leads. If you witnessed the incident or have any knowledge of the identity of the suspect, you are asked to call the Hagerstown City Police Department Criminal Investigation Division, Detective Blankenship, at 301-790-3700 x234.

## PUBLIC WORKS

### PARKING SYSTEM DATA

		Current Week	Previous Week
Number of Permit Holders	A & E Deck	300	311
	University District Deck	465	465
	Downtown Parking Lots	545	540
Number of Patrons Using Decks	A & E Deck	2,043	1,907
	University District Deck	2,222	2,224
Sales of Discount Coupons		400	0
Number of Citations Issued	(Includes Warnings)	133	189
Number of Late Payment Notifications		54	55
Number of Cars Booted		0	0
Peak Occupancy (%)	A & E Deck	81% Sat @ 10PM	*97% Sun @ 4 PM
	University District Deck	71% Tue @ Noon Wed @ 4 PM	72% Tue @ 4 PM

\*Chris McDonald Memories of Elvis @ MD Theater

### CENTRAL MAINTENANCE GARAGE REPAIR DATA

	Current Week	Previous Week
DCED	1	0
Fire	1	1
Human Resources	0	0
Light	3	5
Parks & Engineering	3	0
Police	14	7
Public Works	6	5
Wastewater	1	2
Water	3	1
Weekly Totals	32	21

### <sup>1</sup>AFTER-HOURS CALL OUT DATA

	Issues for April 2016	April	March
Street Issue			1
Parking System			
Traffic Signal	Utility pole struck	1	2
Traffic Signs			1
Building Maintenance			
Fleet Maintenance	Bucket truck for HPD failed	1	3
Weather Related	Tree/limbs in street	3	
Property Issues	Tenant locked out	1	
Misc.			1
Total		6	8

<sup>1</sup>After-hours call out data includes contact with Public Works typically by Washington County Emergency Management. The issues can vary from debris in the street (tree or tree limbs, glass, etc.), traffic signal operations (signal goes into flash operation), traffic signs (call outs are usually only for STOP or YIELD signs), parking system issues (gates at either deck malfunction, equipment malfunctions, etc) to fleet maintenance issues. The call outs reported here involve a supervisor being contacted about an issue after normal working hours. Field personnel may or may not be contacted depending upon the issue.

**STREET SWEEPING DATA**

Month 2016	Number of Miles of Streets Swept
January	531
February	167
March	955
April	1,270

<b>UTILITIES DEPARTMENT</b>
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<b>ELECTRIC DIVISION</b>
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**Problem Areas.** Recent call-outs included:

- Sun. 5/1 - Intersection of Knights Bridge Drive and Kenly Avenue- pole damaged; unknown vehicle struck light pole. Light was temporarily removed until replacement was completed at a later date. Time Out: 0.7-1.9
- Corner of, Hagers Crossing Drive and Heiskell Court- pole damaged; vehicle struck light pole. Light was temporarily removed until replacement was completed at a later date. Time Out: 13.9-14.9
- Tues. 5/3 - 100 West Washington Street - lineman called to unlock and inspect electric room following a water leak. Time Out: 17.4-18.1

**Distribution:** Recent activity included:

- Metering Staff received no high bill complaints this week.
- Crews continue feeder inspections for Zayre's substation.
- Line Department has resumed our project to replaced outdated underground facilities that have since reached the expected life span.

Lamps Replaced	New Fixtures Added	Changeouts	Fixtures Removed
31	0	3	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.
- The Staff Engineer continued work to secure rail crossing agreements with CSX.
- The Staff Engineer, Electric Operations Manager, and an IT representative met with ABB Corporation to discuss their TROPOS mesh radio network datacomm solution to investigate its use for Municipal Applications.

**Administration:**

- Staff continues to work through any outstanding environmental concerns in regard to the MELP demolition.

**WASTEWATER DIVISION**

**Wastewater Treatment Plant at Frederick Street**

Date	Flow (mgd)	Rainfall (inches)
Wednesday, April 27, 2016	6.23	0.01
Thursday, April 28, 2016	6.57	0.34
Friday, April 29, 2016	6.01	0.02
Saturday, April 30, 2016	5.81	0.05
Sunday, May 1, 2016	7.15	0.67
Monday, May 2, 2016	6.96	0.59
Tuesday, May 3, 2016	8.44	0.88
Weekly – Avg. Flow / Total Rainfall	6.74	2.56
Apr - Avg. Flow/Total Rainfall	6.43	1.92
May - Avg. Flow/Total Rainfall	7.52	2.14

**Miscellaneous**

- Replaced two fan motors on main breaker panel in MCC.
- Troubleshoot loss of phase in BNR building. Repaired buss bar and replaced the main fuse.
- Disassembled plungers on digester feed pumps and re-packed.
- Cleaned Velodyne polymer system and static mixer.
- Rebuilt valves on #2 pista-grit unit.
- Routine maintenance (MP2 Program) and Corrective Work Orders.

**Wastewater Collection**

**SSES Weekly Progress**

Activity	Districts	L. F. main	Feet of lateral	# inspected
CCTV Inspections	2,6,11,13,15,16,22	938'	96'	8
Flushing	2,16,30	11,506'		

**Collection System Maintenance Task**

- CCTV inspection at 206 Division Avenue, main line was clear.
- CCTV inspection at 41 Belview Avenue (main line clear), owner given video of their issue.
- CCTV inspection of Edgemont Reservoir lines.
- CCTV inspection at 106 Potomac Avenue, main line was clear.
- CCTV inspection and cleaned line at 344 Salem Avenue.
- Grinder pump call for 1635 Woodlands, replaced pump.
- Exercised all emergency generators.
- Collected Newgate flow data.
- Dropped bio-bags at various lift stations to control FOG.

- Chlorinated various lift stations.
- Backup at Station #8 at 20' from manhole towards HCC, grease and rags, cleared blockage, then followed back to Highs Store and cleaned.
- Backup at 24 East Ave, cleared blockage.
- Backup at 43 Randolph, mainline is clear.
- Completed full depth asphalt patch at 26 Lehigh Avenue.
- Hauled three loads of B-10 stone for our stock pile.
- Routine maintenance on construction equipment.

**Administration**

Wastewater Division – Customer Call Log Summary 2015/2016							
Type	Blockages	Grinder Pumps	Odor Complaints	Flushing	WW Pump Station	Other	Totals
Weekly	1	0	0	0	0	2	3
YTD 2016	26	24	4	0	1	51	106

\* 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.

**WATER DIVISION**

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

Date	Willson	Breichner	Total
04/28/16	11.20		11.20
04/29/16	11.04		11.04
04/30/16	10.89		10.89
05/01/16	10.86		10.86
05/02/16	11.46		11.46
05/03/16	11.31		11.31
05/04/16	11.24		11.24
Average			11.14

**Water Production at R C Willson**

- Staff continues to work with Hazen and Sawyer on the Tank Mixing and Traveling Screen Replacement Project.
- Operations. Operations were routine this week - staff worked on facility maintenance and routine preventative maintenance.
- Maintenance. Maintenance staff worked on routine preventative maintenance and continues to provide assistance with plant operations, as needed.
- Instrumentation. Staff cleaned the High Service VFD's, worked with the West End Tank painting contractor with the installation of the new level indicator, and interior painting of the maintenance shop at Park Avenue.

**Water Production at Breichner/Edgemont Reservoir**

- The Edgemont Reservoir water level is 25.3 feet – the increase in stored water is a result of the recent rain. The 24” sluice gate remains open (45 turns) per guidance provided by MDE and Engineering staff. Site evaluation is on-going to track and document seepage. Staff continues to work with MDE to refine the day to day operations of the Reservoir. City staff submitted a preliminary project schedule to MDE for review and possible inclusion into the proposed Consent Agreement.

**Water Distribution**

- Distribution crews are working throughout the system performing customer service work as needed. Crews have been installing and testing meters throughout our system and working on the main replacement project on East Antietam Street.

**Engineering**

<u>Reviews:</u>	<u>City</u>	<u>County</u>
Site Plans	1	2
Preliminary Plats	-	-
Final Plats	1	-
Building Permits	15	-

- Staff attended a development review meeting at the County Planning Office.
- Staff attended a meeting with County staff and representatives of a commercial developer to discuss redevelopment of a large portion of the Valley Mall.
- Staff is working with the tank painting contractor at the West End Water Tank. The project is approximately 25% complete with final completion expected in late May/early June.



Respectfully submitted,

Valerie Means  
City Administrator